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PROCEEDINGS  
OF THE  
**Teachers College Board**  
OF THE  
STATE OF ILLINOIS

WILLIAM G. STRATTON  
GOVERNOR



July 1, 1959 — June 30, 1960

[Printed by authority of the State of Illinois]



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1959/60

TEACHERS COLLEGE BOARD

Royal A. Stipes, Jr., Chairman  
Alexander Summers, Vice-Chairman  
Clarence R. Ropp, Secretary

APPOINTED MEMBERS:

1955-1961

Mr. Vernon L. Heath . . . . .	Robinson
Mr. Alexander Summers . . . . .	Mattoon
Mr. Chauncey B. Watson, Sr. . . . .	DeKalb

1957-1963

Mr. Carl Dunbar . . . . .	Macomb
Mr. William E. Reed . . . . .	Oak Park
Mr. Clarence R. Ropp . . . . .	Normal

1959-1965

Mrs. Harriet Lowden Madlener . . . . .	Oregon
Mr. Royal A. Stipes, Jr. . . . .	Champaign
Mr. Lewis M. Walker (Deceased March, 1960) . . . . .	Gilman
Mr. Morton H. Hollingsworth . . . . .	Joliet

EX OFFICIO MEMBERS:

Mr. Morton H. Hollingsworth (Until June, 1960)  
Mr. Edward H. Jenison (Beginning June, 1960)  
    Director of Finance . . . . . Springfield  
Mr. George T. Wilkins  
    Superintendent of Public Instruction . . . . . Springfield

Dr. Richard G. Browne, Executive Officer  
111 State Office Building  
Springfield, Illinois





# PROCEEDINGS OF THE TEACHERS COLLEGE BOARD

## Minutes of Meetings of the Teachers College Board

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March 21, 1960	Illinois State Normal University, Normal	241-251
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April 25, 1960	Northern Illinois University, DeKalb	374-387
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June 27, 1960	Illinois State Normal University, Normal	403-418

## Presidents' Reports - Quarterly and Supplements Submitted at the Teachers College Board Meetings

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REPORT OF  
EASTERN ILLINOIS UNIVERSITY

July 20, 1959

I. STUDENTS

A. Enrollment for the Summer, 1959

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
1. College - Full-time				
a. Twelve-Week Quarter				
Graduates	3	0	3	5
Undergraduates	<u>224</u>	<u>62</u>	<u>286</u>	<u>228</u>
Total	227	62	289	233
b. Eight-Week Term				
Graduates	172	68	240	228
Undergraduates	<u>256</u>	<u>359</u>	<u>615</u>	<u>661</u>
Total	428	427	855	909
Total Full-Time	655	489	1144	1142
2. College - Part-time				
a. Twelve-Week Quarter	12	6	18	4
b. Eight-Week Term	<u>22</u>	<u>49</u>	<u>71</u>	<u>82</u>
Total Part-Time	34	55	89	86

Total On-Campus Enrollment

Individuals	689	544	1233	1228
Full-Time Equivalent	663	503	1166	1164

B. Graduates, June 7, 1959

- 141 men and 132 women, total of 273 students, completed the requirements for the Bachelor of Science in Education degree and were graduated as of June 7.
- 1 man student completed the requirements for the Bachelor of Arts degree and was graduated as of June 7.
- 42 men and 3 women, total of 45 students, completed the requirements for the Bachelor of Science degree and were graduated as of June 7.
- 10 men and 2 women, total of 12 students, completed the requirements for the Master of Science in Education degree and were graduated as of June 7.

II. FACULTY

A. Changes in Summer School

- Correction in the June salary of Melvin Foreman to \$960.
- Arnold Hoffman, Assistant Professor and Coordinator of Student Teaching in Physical Sciences, will be on duty for five-sixths of a month in July. His salary should be \$733.33.
- Cary I. Knoop, Assistant Professor of Art, should be added for one-half time duty in July and one-half time duty in August at a salary of \$350 per month for each month.

4. Mary B. Shull, Faculty Assistant in the Women's Physical Education Department, should be added for part-time duty in June and July at a salary of \$280.00 per month for each month.

B. Resignations

1. Maurice Allard, Instructor of Music, resigned effective May 31, 1959, in order to continue his graduate work.
2. Andrew Hook, Social Director of the University Union, resigned effective August 15, 1959, in order to accept an administrative position in the public schools.
3. Lawrence A. Allen, Instructor of Library, resigned effective May 31, 1959, in order to continue his graduate work.
4. Anthony T. Soares, Instructor and Residence Hall Counselor, resigned effective August 31, 1959, in order to continue his graduate work at the University of Illinois.

C. Leaves of Absence

1. James M. Thompson, Professor of Business Education, requests leave of absence without salary for the 1959-60 academic year in lieu of sabbatical leave approved by the board on January 19, 1959.

D. Retirement

1. Sadie O. Morris, Professor of Home Economics, has requested retirement to begin as of September 1, 1959. Mrs. Morris had served as Head of the Department of Home Economics for eighteen years prior to her recent two-year leave of absence.

E. Change in Assignment

1. After very careful consideration, and with the concurrence of the Personnel Committee and a special committee I set up to study the matter, I request a change of assignment for Mr. Kenneth Hesler, now Assistant Director of Public Relations and Alumni Services. I should like to leave him in this capacity for one-fourth time with responsibility for alumni publications and some work with the Eastern State Clubs. The remainder of his time I should like to have him devote to advising the Eastern State News and teaching two courses in journalism. Mr. Hesler has been acting adviser of the News on various occasions during summer sessions. He has just returned from a year of sabbatical leave where he completed more than a year beyond the master's in the general field of communications at the University of Illinois. I believe he made a straight A record there. There would be no change in his salary.

F. Replacements

1. Leah Hartman, B.A., Barnard College, 1924; M.S., Teachers College, Columbia University, 1928; as Instructor and Residence Hall Counselor, at a salary of \$4800 for ten months beginning September 1, 1959, replacing Sue Scott, resigned.
2. Paul C. Becker, B.A., Ohio Wesleyan University, 1952; M.A., University of Minnesota, 1957; as Instructor and Residence Hall Counselor, at a salary of \$5200 for ten months beginning September 1, 1959, replacing Donald A. Kluge who held the position temporarily this past year.
3. Virginia E. Smith, Ph.B., University of Chicago, 1945; M.A., University of Minnesota, 1950; as Instructor and Residence Hall Counselor, at a



salary of \$5200 for ten months beginning September 1, 1959, replacing Sallie Guy, resigned.

4. Daniel E. Thornburgh, B.S., Indiana State Teachers College, 1952; M.A., State University of Iowa, 1955; as Instructor and Assistant Director of Public Relations and Alumni at a salary of \$6820 for eleven months beginning August 1, 1959, replacing Kenneth E. Hesler, transferred. Mr. Thornburgh has been serving as Information Service Director at Marshall College for the past two years.
5. Betty Bailey, B.S., Salem College, 1956; graduate study at Ohio University, 1958-59; as Faculty Assistant in Physical Education in the Laboratory School at a salary of \$4860 for nine months beginning September 7, 1959, replacing Charlotte Lambert, transferred.
6. Mary I. Francis, B.S. in Ed., Southern Illinois University, 1953; M.S., 1955; as Instructor and Coordinator of Student Teaching in Business Education at a salary of \$6160 for nine and one-third months beginning August 27, 1959, replacing James Hallam, transferred. Mrs. Francis has been employed in a similar position at Southern Illinois University for the past four years.

#### G. New Positions

1. James Hallam, Instructor and Coordinator of Student Teaching in Business Education, is transferring to full-time teaching in the Department of Business Education, beginning September 7, 1959, at a salary of \$6120 for nine months.
2. The Music Department requested a full-time person to teach organ now that we have the new facilities. I suggested that we try to find a local person to work on a one-half time basis for one year to get the program started. We shall have enough students to justify this additional staff. Permission is requested to employ Mrs. Alice J. Swickard as a one-half time instructor for one year at a salary of \$250 per month. Mrs. Swickard was a graduate assistant this past year and has her master's degree and bachelor's degree from Eastern.

#### H. Substitutes

1. Patricia A. Hill, B.S., Michigan State University, 1958; M.A., Pennsylvania State University, expected August, 1959; as Substitute Instructor of Physical Education for Women at a salary of \$5940 for nine months, beginning September 7, 1959, substituting for Julia Denham, on sabbatical leave.
2. Audrey N. Anderson, B.A., Augustana College, 1957; M.S., Ohio University, 1959; as Substitute Instructor of Physical Education for Women, at a salary of \$5400 for nine months beginning September 7, 1959, replacing Marise Daves, on sabbatical leave.

#### I. Graduate Assistants

1. Kenneth P. Niebrugge, B.S., in Physical Education for Men, at a salary of \$1080 for nine months.
2. Larry Mettler, B.S. in Ed., in Music, at a salary of \$1080 for nine months.
3. Darrell Trimble, B.S. in Ed., in Music, at a salary of \$1080 for nine months.
4. Clinton N. Fitzpatrick, B.S. in Ed., in Physical Education for Men, at a salary of \$1080 for nine months.

5. Donald L. Hoops, B.S. in Ed., in Audio-Visual Education, at a salary of \$1320 for eleven months.

J. Additions to Substitute Instructor List

1. Mrs. Beth Blackford, B.A.
2. Mrs. Adelaide Cambridge, B.A.
3. Mrs. Nancy Garner, B.E.
4. Mrs. Sue Sparks, B.S.
5. Mrs. Jean Winkler, B.A.

III. UNIVERSITY CIVIL SERVICE EMPLOYEES

A. Resignations

1. Barbara A. Hacker, Clerk Stenographer I in the Extension Office and Placement Office, resigned as of July 18, 1959.
2. Barbara E. Kelley, Clerk Stenographer I in the Dean of Men's Office, resigned as of July 14, 1959.
3. Nancy L. Gray, Food Production Manager in Pemberton Hall, resigned effective June 9, 1959.
4. Georgia L. McCoy, Cook's Helper in the Union Cafeteria, resigned effective June 17, 1959.
5. Marjorie V. Harrison, Cook in the Laboratory School, resigned effective June 22, 1959.
6. Franklin A. Davis, Grill Cook in the Union Snack Bar, resigned effective September 8, 1959.

B. Leaves of Absence

1. Alice O. Burrus, Cook's Helper in the Union Cafeteria, leave without salary from July 1, 1959, to August 1, 1959.
2. Leota W. Doehring, Cook's Helper in the Union Cafeteria, leave without salary from June 24, 1959, to August 1, 1959.
3. Bessie E. Fiscus, Cook's Helper in Lincoln-Douglas Halls, leave without salary from June 23, 1959, to September 1, 1959.
4. Helen M. Keller, Cook's Helper in Union Cafeteria, leave without salary from July 1, 1959, to August 1, 1959.
5. Vera G. Snider, Cook's Helper in the Laboratory School, leave without salary from June 23, 1959, to September 1, 1959.
6. Mary M. Swinford, Cook's Helper in the Union Cafeteria, leave without salary from June 9, 1959, to September 1, 1959.
7. Minnie N. Wheeler, Cook in the Laboratory School, leave without salary from June 23, 1959, to September 1, 1959.

C. Termination of Temporary Employment

1. Maydean Bailey, Cook's Helper in Lincoln-Douglas Halls, as of June 8, 1959.
2. Zola F. Curry, Cook's Helper in Lincoln-Douglas Halls, as of June 16, 1959.

3. Rosemary Wagle, Cook's Helper in the Laboratory School, as of June 6, 1959.

#### E. Replacements

1. Elizabeth Lloyd, Temporary Clerk Typist I in the Men's Physical Education Department, at a salary of \$175 per month effective June 11, 1959, replacing Ruth Peckham, resigned.

#### F. New Employees

1. Lawrence M. Myers, Electrician, at the prevailing rate of \$3.35 per hour, beginning June 9, 1959. (Position approved June 8, 1959, Board meeting.)
2. Raymond D. Watkins, Janitor, at a salary of \$290.00 per month beginning June 18, 1959. (Position approved May 18, 1959 Board meeting.)
3. Glenn W. Whited, Janitor, at a salary of \$290 per month beginning June 22, 1959. (Position approved May 18, 1959, Board meeting.)
4. Earl E. Fletcher, Janitor, at a salary of \$290 per month effective June 22, 1959. (Position approved May 18, 1959 Board meeting)

#### G. Change in Classification

1. Ruth McGahey, Cook in the Union Cafeteria, to Assistant Food Production Manager, at a salary of \$300 per month effective as soon as the necessary papers can be processed.
2. Beverly Sterling, Food Production Manager in the University Union, to Assistant Food Service Manager, at a salary of \$525 per month effective as soon as the necessary papers can be processed.

#### H. Classified Employees for 1959-1960

##### 1. General Revenue

No.	Name	Department	1958-59		1959-60	
			Mo.	Yr..	Mo.	Yr.
<u>Office Supervisor (\$350 - \$550)</u>						
31	Taylor, Violet	Business	\$530	\$6360	\$550*	\$6600
<u>Secretary, Administrative (Stenographic) (\$375-\$600)</u>						
82	Winkleblack, Norma	President	475	5700	525	6300
<u>Secretary (Stenographic) (\$300-\$500)</u>						
13	Davis, Dorothy	Business	460	5520	500	6000
35	McElwee, Mary	Dean of Faculty	330	3960	365	4380
5	Clayton, Maxine	Placement	320	3840	355	4260
<u>Head Health Service Nurse (\$300-\$450)</u>						
33	Thompson, Mary	Health Service	450*	5400	450*	5400
<u>Accountant I (\$300-\$450)</u>						
123	Freeman, Jane	Business	335	4020	370	4440
<u>Superintendent of Grounds (\$325-\$500)</u>						

55	Monier, Camille	Grounds	390	4680	415	4980
<u>Health Service Nurse (\$275-\$400)</u>						
32	Bland, Mary June	Health Service	390	4680	400*	4800
122	Bails, Florence	Lab. School	285	3420	315	3780
<u>Storekeeper (\$275-\$400)</u>						
41	Thomas, George	Business	390	4680	400*	4800
102	Tucker, Charles	Chemistry	400*	4800	400*	4800
<u>Purchasing Assistant I (\$275-\$400)</u>						
129	Zane, Marion	Business	335	4020	365	4380
<u>Stores Clerk (\$250-\$350)</u>						
126	Fortney, Howard	Physical Plant	250	3000	290	3480
<u>Clerk Stenographer II (\$225-\$325)</u>						
7	Fair, Florence	Dean of Women	300	3600	300	3600
11	Whalen, Helen	Records	315	3780	325*	3900
<u>Clerk Typist II (\$200-\$300)</u>						
4	Story, Jean (L)	Records	270	3240	300*	3600
<u>Clerk Stenographer I (\$185-\$275)</u>						
71	McGurty, Margaret	Dean of Students	275*	3300	275*	3300
1	Moltz, Helen	Lab. School	260	3120	275*	3300
46	Peck, Leyla	Library	265	3180	275*	3300
86	Elliott, Lucille	Business	205	2460	235	2820
117	Moomey, Carolyn	Records	210	2520	235	2820
6	Pinkard, Lois	Records	215	2580	230	2760
107	Higgs, Carolyn	Admissions	200	2400	230	2760
12	Hudson, Prudie	Dean of Students	200	2400	230	2760
112	Hacker, Barbara	Ext.-Placement	200	2400	225	2700
73	Hall, Elda	Business	185	2220	225	2700
10	Elam, Joanne	Health Service	190	2280	220	2640
106	Wilburn, Sharon	President	195	2340	220	2640
150	Kelley, Barbara	Dean of Men	185	2220	215	2580
43	Walstrom, Phyllis	Business	185	2220	205	2460
87	Dunn, Davey	Audio-Visual	185	2220	185	2220
	Thompson, Jeanette	Business	185	2220	185	2220
<u>Library Clerk II (\$185-\$275)</u>						
113	Phipps, Jean	Lab. School	185	2220	210	2520
<u>Duplicating Machine Operator I (\$175-\$250)</u>						
118	Marker, Dorothy	Business	195	2340	220	2640
<u>Clerk Typist I (\$175-\$250)</u>						
9	Swanson, Betty	Public Relations	195	2340	220	2640
45	Laycock, Elsie	Teacher Education	175	2100	195	2340
97	Neibch, Kala	Placement	175	2100	185	2220
72	Stillions, Mary	Business	175	2100	175	2100
2	Gaines, Patricia (L)	Library	185	2220	185	2220
-	Turner, Ruth (T)	Library	175	2100	175	2100
105	Lloyd, Elizabeth (T)	Men's P.E.	175	2100	175	2100



Switchboard Operator (\$175-\$250)

114	Jasper, Evelyn	Business	190	2280	215	2580
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Clerk I (\$175-\$250)

109	Gwin, Joan	Placement	195	2340	220	2640
8	LeDuc, Catheryne	Lab. School	175	2100	185	2220

## 2. Auxiliary Enterprises

Bookstore Manager (\$400-\$650)

34	Arnold, Henry	Textbook Library	595	7140	640	7680
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Clerk Typist I (\$175-\$250)

44	Zimmerman, Imogene	Textbook Library	195	2340	220	2640
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## 3. Self-Liquidating Projects

Food Production Manager (\$325-\$500)

145	Sterling, Beverly	Union	475	5700	500*	6000
138	Fulton, Beverly	Union	465	5580	500*	6000
83	Shettleroe, Robert	Lincoln-Douglas	420	5040	485	5820

Asst. Food Production Manager (\$275-\$400)

	Sidwell, Ann	Union	325	3900	400	4800
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Clerk Typist I (\$175-\$250)

156	Wynn, Marilyn	Union	175	2100	195	2340
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Clerk I (\$175-\$250)

88	Bower, Ione	Union	175	2100	205	2460
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Maid (\$175-\$250)

67	Moore, Lulu	Pemberton Hall	250*	3000	250*	3000
77	McManigell, Hazel	Lincoln-Douglas	240	2880	250*	3000
69	Wilson, Leota	Pemberton Hall	225	2700	250*	3000
136	Elder, Maude	Ford Hall	225	2700	250*	3000
144	Myers, Frances	McKinney Hall	225	2700	250*	3000
130	Birch, Lucille	McKinney Hall	225	2700	250*	3000
80	Lang, Beulah	Douglas Hall	200	2400	225	2700
79	Hanner, Helen	Floating	175	2100	195	2340
81	Walters, Frances	Lincoln Hall	175	2100	195	2340
148	Weger, Ruth	Floating	175	2100	195	2340
78	White, Bessie	Lincoln Hall	175	2100	195	2340
146	Stewart, Thelma L.	Ford Hall	175	2100	195	2340

\* Maximum salary that classification

## IX. MISCELLANEOUS

## A. Fuel Oil Bids

Pursuant to advertising, bids have been received as follows:

1. 90,000 gallons of #5 fuel oil for Lincoln-Douglas Halls



- |                                     |                   |
|-------------------------------------|-------------------|
| a. Lee Kintner & Sons, Oblong       | \$ .0821 per gal. |
| b. Pana Refining Co., Pana          | .085 "            |
| c. R. G. Stewart Oil Co., Champaign | .086 "            |

We recommend that the contract be awarded to Lee Kintner & Sons at the low bid of \$.0821 per gallon, with payment to be made from Operation & Maintenance of Bond Revenue Funds, Series 1950.

- |   |                   |
|---|-------------------|
| 2. 10,000 gallons, more or less, of #2 fuel oil for Lincoln-Douglas Halls |                   |
| a. Sinclair Refining Co., Chicago   | \$ .1168 per gal. |
| b. Ohio Oil Co., Robinson   | .12 "             |
| c. Neal Oil Co., Mattoon  | .12 "             |

We recommend that the contract be awarded to Sinclair Refining Co., at the low bid of \$.1168 per gallon, with payment to be made from Operation & Maintenance of Bond Revenue Funds, Series 1950.

- |  |                   |
|--|-------------------|
| 3. 110,000 gallons, more or less, of #1 fuel oil for Auxiliary Enterprises (Housing) |                   |
| a. Sinclair Refining Co., Chicago  | \$ .1268 per gal. |
| b. Ohio Oil Co., Robinson  | .13 "             |
| c. Neal Oil Co., Mattoon   | .13 "             |

We recommend that the contract be awarded to Sinclair Refining Co., at the low bid of \$.1268 per gallon, with payment to be made from Auxiliary Enterprise funds.

- |  |                   |
|--|-------------------|
| 4. 5,000 gallons, more or less of #2 fuel oil for Physical Plant |                   |
| a. Sinclair Refining Co., Chicago                                | \$ .1168 per gal. |
| b. Ohio Oil Co., Robinson  | .12 "             |
| c. Neal Oil Co., Mattoon   | .12 "             |

We recommend that the contract be awarded to Sinclair Refining Co., at the low bid of \$.1168 per gallon, with payment to be made from Commodities, General Revenue

- |   |                   |
|---|-------------------|
| 5. 2,500 gallons, more or less, of #1 fuel oil for Physical Plant |                   |
| a. Sinclair Refining Co., Chicago                                 | \$ .1268 per gal. |
| b. Ohio Oil Co., Robinson   | .13 "             |
| c. Neal Oil Co., Mattoon  | .13 "             |

We recommend that the contract be awarded to Sinclair Refining Co., at the low bid of \$.1268 per gallon, with payment to be made from Commodities, General Revenue.

#### B. Coal Bids

Bids have been received as follows on 5,000 tons, more or less, of 1"x1½" stoker coal:

- |                                    |                |
|------------------------------------|----------------|
| 1. Bell & Zoller Coal Co., Chicago | \$6.80 per ton |
|------------------------------------|----------------|

The following companies were invited to bid but did not do so:

1. Old Ben Coal Corp., Chicago
2. Paschall-Cole Co., Jacksonville
3. Frontenac Coal Corp., Danville
4. Mr. William Guthrie, Jacksonville
5. Peabody Coal Co., St. Louis
6. Chicago, Wilmington & Franklin Coal Co., Chicago

We recommend that the contract be awarded to Bell & Zoller at a cost of \$6.80 per ton, with payment to be made from Commodities, General Revenue.

Quincy Doudna  
President

REPORT OF  
ILLINOIS STATE NORMAL UNIVERSITY

July 20, 1959

I. STUDENTS

A. Attendance

1. Complete information on summer enrollments is not available. There are 1880 students enrolled in the eight-weeks session, an increase of 5 per cent over 1958. Enrollment figures for off-campus courses and short courses on the campus are not yet available.
2. As of July 6, 1959, permits issued to new students for the opening of the fall semester are 10 per cent ahead of those issued on the corresponding date in 1958.

B. Graduates

1. At the June 6, 1959, commencement there were 472 undergraduate students and 21 graduate students who received appropriate degrees and diplomas.

Summary of Undergraduate Division Groups

Agriculture	9	Home Economics	28
Art	6	Industrial Arts	18
Biological Science	16	Junior High School	6
Business Education	55	Mathematics	29
Elementary Education	96	Music	21
English	21	Physical Science	12
Foreign Language	8	Social Science	39
Geography	3	Special Education	32
Health and P.E. (Men)	39	Speech	5
Health and P.E. (Women)	29		

Total June Bachelor's Graduates	472
Total June Master's Graduates	21
Total June Graduates	493

II. FACULTY

A. Alterations in Summer Session Faculty 1959

1. Additions

	<u>June</u>	<u>July</u>	<u>August</u>
Glenwright, Adeline	--	\$592.00	\$148.00
Haney, Mary	--	688.00	172.00
Ledbetter, Kenneth L.	--	--	510.00
Peffer, Patricia	--	480.00	120.00
Prastein, Matthew	--	555.00	185.00
Selk, Mary	485.00	580.00	145.00

2. Changes in June Report

Ellis, John	585.00	800.00	800.00
Gimmestad, Victor E.	630.00	980.00	980.00
Green, John	585.00	820.00	205.00
Griffith, Esther	506.00	858.00	214.00
Holmes, Frank	360.00	480.00	120.00
Kelly, Burton C.	510.00	540.00	540.00
Patterson, James E.	525.00	800.00	600.00
Scott, James	580.00	680.00	170.00

## B. Resignations

1. Mrs. Dorothy B. Coleman, as Instructor in Health and Physical Education, effective August 7, 1959, for health reasons.
2. Miss Augusta Gienapp, as Assistant Librarian, effective June 6, 1959, for health reasons.
3. Miss Helen K. Harrison, as Instructor in Music, effective June 6, 1959, in order to accept another position.
4. Mr. Richard T. Haselton, as Instructor in Health and Physical Education, effective July 1, 1959, in order to accept a position at York Community High School, Elmhurst.
5. Dr. Alice Hitchcock, as Assistant Professor and Supervising Teacher in the Kindergarten, in order to accept a position in California.
6. Dr. Morris Val Jones, Associate Professor of Speech, effective August 7, 1959, in order to accept a position in California.
7. Mr. Harold Paulson, as Assistant Professor of Psychology, effective September 1, 1959, in order to accept a position in Homewood.
8. Mr. William D. Popejoy, as Instructor in Mathematics, effective June 6, 1959, in order to accept a position at Colorado State College at Greeley.
9. Mrs. Lucilla Randall, as Instructor in Biological Science, effective June 6, 1959, in order to stay at home.
10. Dr. Sammie Hunter Ross, as Associate Professor of Health and Physical Education, effective June 6, 1959, in order to accept a position in the State College at Fredonia, New York.
11. Mrs. Shirley Wood, as Resident Director of Barton Hall, effective August 7, 1959, in order to be married.
12. Dr. Akihiko Yokosawa, as Associate Professor of Physical Science, effective June 6, 1959, in order to accept a position at Argonne National Laboratory.

## C. Leaves of Absence

1. Sabbatical for Second Semester of 1959-1960 School Year
  - a. Dr. Nina E. Gray, to make botanical and zoological study of New Zealand, Australia, Madagascar, and South Africa (at full pay)
2. Non-sabbatical for School Year 1959-1960
  - a. Mr. Jack E. Blackburn, to study at New York University.
  - b. Mr. John K. Ellis, to study at the University of Michigan.
  - c. Miss Ruth Ivey, to accept Danforth Foundation grant to study at Yale University.

## D. Changes in Assignment

1. Dr. Cecilia J. Lauby, from Professor of Education and Coordinator of Off-Campus Student Teaching to Professor of Education and Director of Professional Laboratory Experiences, effective September 1959, at a salary rate of \$1020.00 per month, to take part of the assignments of Dr. John W. Carrington, retired.
2. Mr. Lewis L. Legg, as Instructor in Physical Science and Assistant

Principal of University High School, effective September 1959, at a salary rate of \$740.00 per month, for nine months, to take the place of Mr. Warren S. Perry, who will return to full time teaching in the Department of Business Education.

3. Dr. Charles A. White, as Head of the Department of Speech, effective September 1, 1959, on an eleven months basis at a salary rate of \$1,000.00 per month, to take the place of Dr. F. Lincoln D. Holmes, retired.

E. Tenure

1. Mrs. Dorothy Soellner will obtain tenure on June 6, 1959.

F. Appointments

1. Continuation of Present Faculty Members Who Have Been on a Temporary Appointment
  - a. Mr. Don M. Bates, as Instructor and Supervising Teacher in the Eighth Grade of the Metcalf School, effective September 1959, for the first semester, at a salary rate of \$620.00 per month, \$2790.00 for four and one-half months, to take the place of Mr. Thomas W. Floyd, on leave.
  - b. Mr. Bernard J. McCarney, as Instructor in Social Science, effective September 1959, for the 1959-1960 school year, at a salary rate of \$600.00 per month, \$5400.00 for the school year, to continue in the position he has held during the 1958-1959 school year.

2. Replacements

- a. Miss Mary E. Boaz, as Instructor in Home Economics, effective September 1959, at a salary rate of \$660.00 per month, \$5940.00 for the school year of nine months, to take the place of Miss Josephine Ross, retired. Miss Boaz has bachelor's and master's degrees from the University of Arkansas. For the past year she has been a graduate student at the University of Arkansas and on the staff of the Campus Food Service.
- b. Mr. Robert A. Brooks, as Assistant Professor of Mathematics, effective September 1959, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months, to take the place of Mrs. Marian Kron, on temporary appointment. Mr. Brooks has a bachelor's degree from Evansville College in Indiana, and a master's from Indiana University, with additional work at Purdue University and the University of Illinois. For the past year he has been a member of the Academic Year Institute in Mathematics sponsored by the National Science Foundation at the University of Illinois.
- c. Mr. Herbert Brown, as Assistant Professor of Agriculture, effective September 1959, at a salary rate of \$720.00 per month, \$6480.00 for the school year of nine months, to take the place of Mr. L. E. Laubaugh, deceased. Mr. Brown has bachelor's and master's degrees from the University of Kentucky, and is a candidate for a Ph.D. degree from Iowa State College. For the past two years he has been a graduate assistant at Iowa State College.
- d. Mr. Robert Brush, as Instructor in Physical Science, effective September 1959, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months, to fill a position which was temporarily held by substitutes. Mr. Brush has a bachelor's degree from the University of Minnesota, and a master's from Oregon State College at Corvallis. For the past two years he has been on the



staff of the General Beadle State Teachers College at Madison, South Dakota.

- e. Mr. Jack D. Butt, as Instructor in Health and Physical Education, effective September 1959, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months, to take the place of Mr. Richard T. Haselton, resigned. Mr. Butt has a bachelor's degree from the University of Illinois and a master's from Millikin University. For the past twelve years he has been on the faculty of Heyworth (Illinois) High School.
- f. Mr. Robert E. Carter, as Instructor in Biological Science, effective September 1959, at a salary rate of \$600.00 per month, \$5400.00 for the school year of nine months, to take the place of Dr. Robert S. Schmidt, on leave. Mr. Carter has his bachelor's and master's degrees from Illinois State Normal University. He was a teacher for two years in Springfield High School.
- g. Mr. Robert M. Chasson, as Assistant Professor of Biological Science, effective September 1959, at a salary rate of \$720.00 per month, \$6480.00 for the school year of nine months, to take the place of Mrs. Lucilla Randall, resigned. Mr. Chasson has a bachelor's degree from the University of Missouri and will receive his Ph.D. degree from this school this summer. For the past year he has been a graduate student at the University of Missouri.
- h. Mr. Keith C. Davidson, as Assistant Professor of Speech, effective September 1959, at a salary rate of \$720.00 per month, \$6480.00 for the school year of nine months, to take the place of Dr. Charles A. White, transferred to Head of the Department of Speech. Mr. Davidson has a bachelor's degree from Illinois State Normal University and a master's from Teachers College, Columbia University. For the past two years he has been on the faculty of Florida State University at Tallahassee.
- i. Miss Marguerite Dodds-Belanger, as Instructor in Health and Physical Education, effective September 1959 for one year only, at a salary rate of \$600.00, \$5400.00 for the school year of nine months, to take the place of Dr. Miriam Gray, on leave. Miss Dodds-Belanger has a bachelor's degree from the University of Washington, and a master's from the University of Wisconsin. For the past year she has been an Assistant in the School of Physical and Health Education at the University of Washington.
- j. Mr. Charles E. Gray, Jr., as Instructor in Social Science, effective September 1959, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months, to take the place of Mr. John Coleman, on temporary assignment. Mr. Gray has a bachelor's degree from Southwest Missouri State College at Springfield and a master's from the University of Arkansas. Since 1951 he has been a teacher in the high schools of Springfield, Missouri.
- k. Mrs. Myrtle Haradon, as Instructor and Supervising Teacher in the Seventh Grade of the Metcalf School, effective September 1959, at a salary rate of \$660.00 per month, \$5940.00 for the school year of nine months, to take the place of Mr. Jack Blackburn, on leave. Mrs. Haradon has a bachelor's degree from Drake University and a master's from the University of Illinois. Since 1954 she has taught in the public schools of Galesburg, Illinois.
- l. Dr. Robert R. Hertel, as Professor of Library Science and Director of Libraries, effective September 1959, at a salary rate of \$1020.00 per month, \$12,240.00 for twelve months. Dr. Hertel has a B.S. in L.S. degree from New York State Teachers College, Albany; an M.A.



degree from the University of California at Los Angeles; and a Ph.D. in Library Science from the University of Illinois. From 1947 to 1952 he was Assistant Librarian at Cortland Teachers College, Cortland, New York, and since that time has been Librarian in this same college.

- m. Miss Dorothy Jacobs, as Instructor and Supervising Teacher in the Kindergarten, effective September 1959, at a salary rate of \$660.00 per month, \$5940.00 for the school year of nine months, to take the place of Dr. Alice Hitchcock, resigned. Miss Jacobs has a bachelor's and a master's degree from Colorado State College at Greeley. For the past two years she has taught at Englewood, Colorado.
- n. Miss Jeannie H. James, as Assistant Professor of Home Economics, effective September 1959, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months, to take the place of Miss Frances Conkey, retired. Miss James has a bachelor's degree from Berea College and a master's from the University of North Carolina. She has been a member of the faculty of Lincoln Memorial University, Harrogate, Tennessee, since 1949.
- o. Miss Jane Maddocks, as Instructor in English, effective September 1959, at a salary rate of \$640.00 per month, \$5760.00 for the school year of nine months, to take the place of Mrs. Candace Helgeson, on temporary appointment. Miss Maddocks has a bachelor's degree from Colby College at Waterville, Maine, and a master's from Bowling Green State University, Bowling Green, Ohio. For the past year she has been on the staff of Ohio State University.
- p. Mr. Evan Kay Oyakawa, as Assistant Professor of Biological Science, effective September 1959, at a salary rate of \$720.00 per month, \$6480.00 for the school year of nine months, to fill a position which was temporarily held by a faculty assistant. Mr. Oyakawa has bachelor's and master's degrees from the University of California at Los Angeles, and will complete work for his doctor's degree at this University during the summer. For the past year he has been a teaching assistant at the University of California at Los Angeles.
- q. Mr. William D. Phillips, as Assistant Professor and Supervisor of the Deaf and Hard of Hearing, effective September 1959, at a salary rate of \$780.00 per month, \$7020.00 for the school year of nine months, to take the place of Mrs. Doris Falconer, on temporary appointment. Mr. Phillips has a bachelor's degree from Iona College, New Rochelle, New York, and a master's from Teachers College, Columbia University. For the past two years he has been a member of the faculty of the New York School for the Deaf at White Plains, New York.
- r. Dr. Frank N. Philpot, as Professor of Education and Head of the Department of Education and Psychology, effective September 1959, at a salary rate of \$1020.00 per month, \$11,220.00 for the eleven months' period for which the appointment is made, to take the place of Dr. Chris A. DeYoung, retired. Dr. Philpot has a bachelor's degree from Athens College, Athens, Alabama, a master's from Alabama Polytechnic Institute, and a doctor's from Columbia University. Since 1948 he has been in the State Department of Education in Montgomery, Alabama.
- s. Miss Taimi M. Ranta, as Assistant Professor of English, effective September 1959, at a salary rate of \$800.00 per month, \$7200.00 for the school year of nine months, to take the place of Miss Dorothy Hinman, retired. Miss Ranta has her bachelor's degree from Northern Michigan State College at Marquette, her master's from Ohio University, and has done work toward her doctor's degree at the University of Minnesota. Since 1951 she has been on the faculty of Hamline University at St. Paul, Minnesota.

- t. Mr. James E. Rowe, as Assistant Professor of Mathematics, effective September 1959, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months, to take the place of Mr. William D. Popejoy, resigned. Mr. Rowe has a bachelor's degree from Manchester College at North Manchester, Indiana, and a master's from the University of Illinois. For the past year he has been a graduate student at the University of Illinois.
- u. Mr. Paul W. Schuster, as Instructor in Biological Science on a part-time basis, effective September 1959, at a salary rate of \$360.00 per month, \$3240.00 for the school year of nine months, to take the place of Mr. John Ellis, on leave. Mr. Schuster has a bachelor's degree from Ohio University and a master's in public health from the University of North Carolina. During the 1958-1959 school year, he served as a lecturer in public health at the University of Illinois.
- v. Mr. Thomas K. Searight, as Assistant Professor of Geography, effective September 1959, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months, to take the place of Dr. C. W. Sorensen, transferred to Dean of the Graduate School. Mr. Searight has bachelor's and master's degrees from the University of Missouri, and expects to receive his doctor's degree from the University of Illinois in June 1959. For the past two years, he has been a graduate assistant at the University of Illinois.
- w. Mr. George A. Soderberg, as Assistant Professor of Speech, effective September 1959, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months, to take the place of Dr. Morris Val Jones, resigned. Mr. Soderberg has a bachelor's degree from Central Michigan College at Mount Pleasant, a master's from the Ohio State University, and is completing work for his Ph.D. at the Ohio State University. For the past three years he has been a graduate clinical assistant at Ohio State.
- x. Mr. Charles Louis Steinburg, as Instructor in Art, effective September 1959, at a salary rate of \$660.00 per month, \$5940.00 for the school year of nine months, to take the place of Mr. W. Douglas Hartley, on leave. Mr. Steinburg has a bachelor's and master's degree from Southern Illinois University, and for the past year has been on the staff of the University Training School at Southern Illinois University.
- y. Mrs. Ida G. Weiser, as Instructor and Supervising Teacher in the Kindergarten, effective September 1959, at a salary rate of \$640.00 per month, \$5760.00 for the school year of nine months, to take the place of Mrs. Mary Natale, on temporary appointment. Mrs. Weiser has her bachelor's degree from Florida State University and will receive her master's from this same University in August 1959. Since 1955 she has been a kindergarten teacher in St. Petersburg, Florida.
- z. Miss Donna Jo Workman, as Instructor in Health and Physical Education, effective September 1959, at a salary rate of \$600.00 per month, \$5400.00 for the school year of nine months, to take the place of Mrs. Dorothy B. Coleman, resigned. Miss Workman has her bachelor's degree from the University of Iowa and will receive her master's from the University of Michigan in August 1959. During the 1958-1959 school year she has held a teaching fellowship at the University of Michigan.
- aa. The following students are recommended for approval as faculty assistants to carry out the program and serve in places used in the past at a salary rate of \$125.00 per month, or \$1125.00 for the 1959-1960 school year, unless otherwise indicated:

- (1) Garrot Conn, Music
- (2) Arthur Eades, Education
- (3) Patricia Gorman, Biological Science
- (4) John Hurley, Physical Science
- (5) Edward Munyer, Biological Science
- (6) Thomas A. Olson, Social Science
- (7) Robert A. Srncik, Business Education

### 3. New Positions

- a. Mr. Charles H. Hartman, as Assistant Professor of Industrial Arts, effective September 1959, at a salary rate of \$740.00 per month, \$6660.00 for the school year of nine months. Mr. Hartman has his bachelor's degree from the State Teachers College at Millersville, Pennsylvania, and his master's from Michigan State University. He is a candidate for the doctor's degree at Michigan State. For the past two years he has been a graduate student at Michigan State.
- b. Dr. Norman Luxenburg, as Associate Professor of Foreign Language, effective September 1959, at a salary rate of \$740.00 per month, \$6660.00 for the school year of nine months. Mr. Luxenburg has a bachelor's degree from the University of Michigan, a master's from the University of Zurich, and a doctor's from the University of Michigan. Since 1956 he has been on the faculty of the Detroit Institute of Technology.
- c. Mr. Kenneth A. Retzer, as Assistant Professor of Mathematics, effective September 1959, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months. Mr. Retzer has a bachelor's degree from Illinois College and a master's from the University of Illinois. For the past year he has been working toward his doctorate at the University of Illinois.

### III. OTHER SCHOOL EMPLOYEES

#### A. Resignations

1. Mrs. Edith P. Davis, as Cook, effective May 20, 1959, due to moving out of town.
2. Miss Phyllis Dittus, as Assistant Food Service Manager, effective April 30, 1959, in order to be married.
3. Mrs. Gloria Fluegel, as Clerk Stenographer II in the English Department, effective April 30, 1959, due to illness of child.
4. Mrs. Gloria D. Jenkins, as Clerk Typist II in the Health Service, effective June 12, 1959, for health reasons.
5. Mrs. Mary Ellen Legg, as Chief Clerk in Audio-Visual Office, effective May 31, 1959, for personal reasons.
6. Mrs. Karen McHugh, as Clerk Stenographer I in the Recorder's Office, effective June 12, 1959, for personal reasons.
7. Mr. Leo Myers, Jr., as Accountant II in the Business Office, effective June 30, 1959, due to accepting other employment.
8. Mrs. Nellie L. Rine, as Clerk Stenographer II in the Office of the Department of Social Science, effective June 4, 1959, for personal reasons.
9. Mrs. Sue Shawgo, as Clerk Typist II in the Physical Plant Office, effective June 30, 1959, for health reasons.



10. Mrs. Anna M. Sinclair, as Clerk Typist II in the Business Office, effective April 30, 1959, for health reasons.
11. Mrs. Norma Lea Stuart, as Clerk Typist I in the Special Education Office, effective April 10, 1959, for health reasons.

B. Retirements

1. Mrs. Zola Hale, as Cook, effective August 31, 1959.
2. Mr. Charles A. Mercier, as Farm Manager, effective August 31, 1959.
3. Mr. John M. Monical, as Assistant Farmer, effective August 31, 1959.
4. Mr. Lincoln West, as Maintenance Worker, effective May 31, 1959.

C. Leave of Absence

1. Mrs. Lorene Meeker, Administrative Clerk in the Appointments Bureau, from July 1, 1959 to June 30, 1960, for personal convenience.

D. Disability Leave

1. Mr. John M. Monical, Assistant Farmer, effective from April 23, 1959 to August 31, 1959.

E. Continuation of Disability Leave

1. Mr. Fred Gester, Janitor, from June 1, 1959, for an indefinite period.

F. Change in Salary Rate

1. Mr. Earl Bowman, Nurseryman, from \$335.00 per month to \$365.00 per month, effective May 1, 1959, due to having completed his probationary period.
2. Mr. John Erbe, Grounds Foreman, from a salary rate of \$335.00 per month to \$365.00 per month, effective May 1, 1959, due to having completed his probationary period.
3. Mrs. Bonita Hale, Assistant Food Production Manager, from a salary rate of \$345.00 per month to \$400.00 per month, effective May 1, 1959, due to increased responsibilities.
4. Mrs. Yvonne Hougham, Personnel Assistant II in the Office of the Personnel Officer, from a salary rate of \$265.00 per month to \$280.00 per month, effective May 1, 1959, due to having completed her probationary period.
5. Mr. Francis Leary, Carpenter, from a per hour rate of \$3.30 to \$3.40, \$578.00 per month, retroactive to April 22, 1959.
6. Mr. Richard C. Christianson, Carpenter, from a per hour rate of \$3.30 to \$3.40, \$578.00 per month, retroactive to April 22, 1959.
7. Mr. Harold L. Lower, Carpenter, from a per hour rate of \$3.30 to \$3.40, \$578.00 per month, retroactive to April 22, 1959.
8. Mr. Robert H. Nickrent, Carpenter, from a per hour rate of \$3.30 to \$3.40, \$578.00 per month, retroactive to April 22, 1959.

G. Change in Rate and Classification

1. Mr. Norman Kramer, from Audio-Visual Aids Technician II, at a salary

rate of \$340.00 per month, to Closed Circuit Television Engineer, at a salary rate of \$370.00 per month, effective May 1, 1959.

#### H. Change in Rate and Basis of Employment

1. Miss Carolyn Franke, from Clerk Typist II in the Biological Science Office on a temporary, one-half time basis, at a salary rate of \$105.00 per month, to Clerk Typist II in the Biological Science Office on a full time permanent basis, at a salary rate of \$225.00 per month, effective June 19, 1959.

#### I. Appointment (Replacement)

1. Mr. Harold T. Austin, as Farm Manager, at a salary rate of \$450.00 per month, effective July 1, 1959, to take the place of Mr. Charles A. Mercier, retired.
2. Mrs. Emma J. Black, as Clerk Typist II in the Business Office, at a salary rate of \$260.00 per month, effective April 13, 1959, to take the place of Mrs. Anna M. Sinclair, resigned.
3. Mrs. Carol Blake, as Chief Clerk in the Bureau of Appointments, at a salary rate of \$375.00 per month, effective June 8, 1959, to take the place of Mrs. Lorene Meeker, on leave.
4. Mr. Cleo W. Burke, as Stationary Fireman Helper, at a salary rate of \$360.00 per month, effective April 20, 1959, to take the place of Mr. William Unger, who is ill.
5. Miss Joanne Dawson, as Clerk Stenographer I in the President's Office, at a salary rate of \$210.00 per month, effective July 2, 1959, to take the place of Mrs. Mary Beales, resigned.
6. Mr. Grover Green, as Groundsman, at a salary rate of \$290.00 per month, effective April 24, 1959, to take the place of Mr. Earl Bowman, transferred to another position.
7. Mrs. Virginia K. Guttchow, as Clerk Stenographer II in the Department of English, at a salary rate of \$240.00 per month, effective June 1, 1959, to take the place of Mrs. Gloria Fluegel, resigned.
8. Mr. Milo L. Jones, as Janitor, at a salary rate of \$290.00 per month, effective April 15, 1959, to take the place of Mr. Harvey Lee, transferred.
9. Mrs. Norma Ellen Leskovisek, as Clerk Typist II in the Special Education Office, at a salary rate of \$250.00 per month, effective March 23, 1959, to take the place of Mrs. Norma Lea Stuart, resigned.
10. Mr. Robert Eaton Poole, as Food Service Supervisor in the Student Union, at a salary rate of \$350.00 per month, effective June 16, 1959, to take the place of Miss Bonita Hale, promoted to the position of Miss Phyllis Dittus, resigned.
11. Mrs. Patricia E. Priest, as Clerk Typist II in the Department of Social Science, at a salary rate of \$250.00 per month, effective June 1, 1959, to take the place of Mrs. Nellie Rine, resigned.
12. Mrs. Evelyn Shoup, as Clerk III in the Audio-Visual Office, at a salary rate of \$285.00 per month, effective June 22, 1959, to take the place of Mrs. Mary Ellen Legg, resigned.
13. Mrs. Charlotte A. Timme, as Clerk Typist II in the Physical Plant Office, at a salary rate of \$225.00 per month, effective June 30, 1959,

to take the place of Mrs. Sue Shawgo, resigned.

14. Miss Mary Ann Zimmerman, as Clerk Stenographer I in the Recorder's Office, at a salary rate of \$210.00 per month, effective June 8, 1959, to take the place of Mrs. Karen McHugh, resigned.

J. Appointment (New Position)

1. Mrs. Pauline Gesell, as Secretary (Stenographic) in the Office of the Dean of the Graduate School, at a salary rate of \$350.00 per month, effective May 15, 1959. (Internal Budget 1958-1959.)
2. Mrs. Melba V. Jordan, as Women's Locker Room Attendant, at a salary rate of \$245.00 per month, effective July 6, 1959. (Internal Budget 1958-1959.)
3. Mr. C. Truman Reynolds, as Electro-Acoustic Technician in the Audio-Visual Office, at a salary rate of \$370.00 per month, effective April 13, 1959. (Reclassification of Audio-Visual Technician position. Internal Budget 1958-1959.)
4. Mr. John B. Walker, as Internal Auditor, at a salary rate of \$545.00 per month, effective July 1, 1959. (June Report to the Teachers College Board.)

K. Classified Employees for 1959-1960

1. The following Civil Service employees on a basis not to exceed twelve months, for the period beginning July 1, 1959, unless otherwise stated, and arranged in alphabetical order within classification, are recommended for employment at salaries indicated.

Position Number #(1-CS)	Name	Office	Salary 1958-1959		Salary 1959-1960	
			Mo.	Annual	Mo.	Annual
<u>Accountant II (\$400-\$600)*</u>						
180	Stiegelmeier, Phyllis	Business	\$360	\$4320	\$400	\$4800
<u>Agent, Purchasing (\$475-\$750)</u>						
278	Burns, Harold	Business	610	7320	675	8100
<u>Cashier III (\$350-\$500)</u>						
37	Roseman, Ferne	Business	470	5640	495	5940
<u>Clerk, Administrative (\$350-\$500)</u>						
3	Boundy, Lottie	Dean	460	5520	475	5700
<u>Clerk, Chief (\$325-\$425)</u>						
20	Blake, Carol	Appointments Bureau	375		375	4500
18	Efford, Hilda	University High School	305	3480	325	3900
12	Reilly, Marie	Dean of Women	390	4680	415	4980
6	Ritchie, Florence	Admissions	395	4740	415	4980
25	Van Beynen, Mardelle	Alumni	395	4740	420	5040
<u>Director, Residence Hall (\$325-\$450)</u>						
14	Vissering, Harriet (10 months)	Housing	340	3400	355	3550
<u>Examiner, Assistant (\$350-\$500)</u>						
8	Wallace, Ferne	Registrar	395	4740	415	4980
<u>Manager, Assistant Business (\$500-\$800)</u>						
277	Sealock, John	Business	660	7920	740	8880

# The designation I-CS is used for Civil Service positions with the "I" designating Illinois State Normal University, and "CS" meaning Civil Service. This designation ordinarily precedes all numbers for employees when referred to separately.

\* Ranges subject to approval of Merit Board.



<u>Manager, Farm (\$350-\$500)</u>					
144	Austin, Harold	Agriculture		450	5400
144	Mercier, Charles	Agriculture	460	5520	500 1000
	(Retires August 31, 1959)				
<u>Manager, Food Service (\$475-\$750)</u>					
165	Bradford, Alice	Food Service	700	8400	720 8640
<u>Head, Health, Service Nurse (\$350-\$500)</u>					
74	Weber, Gyneth	Health Service	450	5400	465 5580
<u>Officer, Personnel (\$475-\$750)</u>					
270	Wlant, David	Personnel	610	7320	675 8100
<u>Secretary (Stenographic) (\$325-\$500)</u>					
303	Gesell, Pauline	Graduate Dean	350		350 4200
2	Heinecke, Dorothy	President	450	5400	495 5940
13	McKenna, Helen	Housing	325	3900	355 4260
17	McQueen, Oressa	Laboratory School	395	4740	415 4980
15	Richardson, Dorothy	Dean of Men	390	4680	410 4920
41	Stoltz, Elinor	Business	315	3780	330 3960
<u>Secretary (Transcribing) (\$325-\$500)</u>					
5	Cottone, Pauline	Dean	390	4680	460 5520
26	Robinson, Janice	Field Service	315	3780	350 4200
<u>Secretary, Administrative (Stenographic) (\$425-\$650)</u>					
1	King, Dorothy	President	585	7020	630 7560
<u>Superintendent of Buildings (\$400-\$600)</u>					
87	Butler, John H.	Physical Plant	485	5820	535 6420
<u>Superintendent of Buildings and Grounds (\$475-\$750)</u>					
84	Lawson, W.P.	Physical Plant	650	7800	700 8400
<u>Supervisor, Mailing Service (\$300-\$400)</u>					
276	Fiorini, Louis	Mail Room	340	4080	355 4260
44	Fitzgerald, Russell	Mail Room	365	4380	375 4500
<u>Assistant II, Personnel (\$250-\$325)</u>					
201	Antenen, Eleanor	Testing	260	3120	270 3240
295	Hougham, Yvonne	Personnel	280	3360	290 3480
<u>Cashier I (\$225-\$300)</u>					
178	Deavers, Kathryn	Business	250	3000	265 3180
<u>Clerk II (\$200-\$275)</u>					
283	Marple, JoAnn	Business	195	2340	210 2520
<u>Clerk III (\$250-\$325)</u>					
230	Shoup, Evelyn	Audio-Visual	285		285 3420
<u>Clerk II, Accounting (\$275-\$350)</u>					
274	Harris, Margaret	Business	285	3420	310 3720
<u>Clerk II, Library (\$225-\$300)</u>					
52	Einhorn, Louise	Library	240	2880	250 3000
51	Livesay, Willie Mae	Library	230	2760	245 2940
255	Saunders, Charlene	Library	245	2940	245 2940
<u>Chief Clerk, Library (\$300-\$400)</u>					
50	Clem, Ruth	Library	360	4320	400 4800

Clerk Stenographer I (\$200-\$275)

300	Dawson, Joanne	President			210	2520
251	Dodson, Loretta	Laboratory School	250	3000	270	3240
28	Frazier, Wanita	Elementary	240	2880	250	3000
288	Judge, Freda	Dean	195	2340	215	2580
4	Leggett, Marilyn	Dean	200	2400	215	2580
254	Olsen, Donna	Men's Physical Education	240	2880	250	3000
16	Snearly, Nancy	Dean of Men	220	2640	225	2700
282	Zimmerman, Mary Ann	Recorder	210		210	2520

Clerk Stenographer II (\$225-\$325)

38	Allen, Marcella	Business	290	3480	305	3660
240	Bates, Irene	Publicity	250	3000	265	3180
287	Berck, Naomi	Housing	250	3000	260	3120
231	Cusey, Mary	Math. & Phys. Sci.	235	2820	250	3000
34	Franke, Carolyn	Biological Science	225		225	2700
273	Evans, Joyce	Speech	240	2880	250	3000
284	Guttschow, Virginia	English	240		240	2880
156	Haug, Felice	Art	290	3480	300	3600
233	Killian, Helen	Education	285	3420	290	3480
9	Powell, Norma	Registrar	245	2940	255	3060
228	Sampen, Eleanor	Geography	245	2940	255	3060
263	Stephenson, Betty	Music	290	3480	300	3600

Clerk Stenographer III (\$250-\$350)

21	Fox, Sarah	Appointments Bureau	335	4020	350	4200
7	McGowan, Gloria	Admissions	290	3480	305	3660

Clerk Typist I (\$185-\$250)

247	Bourgerie, Katherine	Special Education	240	2880	240	2880
241	Edwards, Sally	Testing	195	2340	210	2520
10	Reinkensmeyer, Pat	Recorder	210	2520	225	2700
150	Weirman, Yvonne	Admissions	240	2880	250	3000

Clerk Typist II (\$225-\$300)

234	Baker, Marilyn	Admissions	220	2640	235	2820
300	Beales, Mary	President	235	2820	240	2880
45	Black, Emma Jean	Business	260	3120	260	3120
19	Carver, Helen	Special Education	265	3180	285	3420
29	Leskovisek, Norma	Special Education	250	3000	250	3000
149	Pierson, Elsie	Appointments Bureau	225	2700	240	2880
227	Priest, Patricia	Social Science	250	3000	250	3000
232	Reamer, RaeAnn	Ind. Arts & Home Ec.	225	2700	225	2700
11	Schad, Dorothy	Recorder	270	3240	300	3600
253	Sperry, Norma	Alumni	245	2940	255	3060
252	Stegeman, Charlotte	Education	240	2880	250	3000
229	Timme, Charlotte A.	Physical Plant	225		225	2700

Clerk Typist III (\$250-\$350)

33	Devlin, Jean	Women's Phys. Educ.	285	3420	295	3540
221	Hayden, Ethel	Health Service	250	3000	260	3120
32	Werner, Joan	Men's Phys. Educ.	250	3000	260	3120

Nurse, Health Service (\$300-\$400) 11 months

81	Anderson, Ethel	Health Service	320	3520	335	3685
212	Boge, Margaret	Health Service	330	3630	345	3795
79	Campbell, June	Health Service	330	3630	345	3795
152	Fenton, Mina	Health Service	335	3685	345	3795
77	Littlefield, Patricia	Health Service	335	3685	345	3795

Nurseryman (\$325-\$450)

294	Bowman, Earl	Physical Plant	365	4380	375	4500
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Operator II, Bookkeeping Machine (\$250-\$325)

40	Aucutt, Bernadine	Business	305	3660	315	3780
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<u>Operator I, Duplicating Machine</u> (\$185-\$250)					
242	Arends, Judith	Duplicating	195	2340	210 2520
<u>Operator II, Duplicating Machine</u> (\$225-\$300)					
48	Barney, Doris	Duplicating	260	3120	275 3300
49	Bryant, Marcia	Duplicating	260	3120	275 3300
<u>Operator, Switchboard</u> (\$200-\$275)					
27	Curby, Beverly	Switchboard	250	3000	255 3060
256	Dean, Johann	Switchboard	220	2640	230 2760
<u>Photographer I</u> \$300-\$400)					
298	Kilmartin, Edward	Publicity	335	4020	335 4020
<u>Supervisor, Duplicating Service</u> (\$350-\$500)					
47	Russell, Helen	Duplicating	450	5400	480 5760
<u>Supervisor, Inventory</u> (\$275-\$350)					
162	Muench, Joan	Business	310	3720	325 3900
<u>Supervisor, Tabulating Machine</u> (\$350-\$500)					
46	Sears, Ferrell	Testing	435	5220	460 5520
<u>Technician, Laboratory and X-ray</u> (\$350-\$500)					
208	Weber, Bernice	Health Service	400	4400	415 4980
<u>Technician, Musical Instrument</u> (\$375-\$550)					
271	Headley, Will. C.	Music	450	5400	485 5820
<u>Writer, Editorial</u> (\$325-\$400)					
297	Cross, Marjorie	Publicity	365	4380	380 4560
<u>Engineer, Closed Circuit Television</u> (\$325-\$450)					
304	Kramer, Norman	Television	370	4440	370 4440
<u>Technician, Electro-Acoustic</u> (\$325-\$450)					
301	Reynolds, C. Truman	Audio-Visual	370	4440	370 4440

2. Classified employees for a period not to exceed twelve months beginning July 1, 1959, payable from Auxiliary Enterprises and Board Revenue Funds.

Position Number (I-CS)	Name	Area	Salary 1958-1959		Salary 1959-1960	
			Mo.	Annual	Mo.	Annual
<u>Assistant to Director of Student Union</u> (\$400-\$600)						
264	Beals, Robert W.	Student Union	525	6300	545	6540
<u>Manager, Food Production</u> (\$350-\$500)						
56	Douglass, Rita	Fell Hall	420	4200	430	5160
257	Sleevar, Stanley	Walker Hall	430	5160	450	5400
<u>Manager, Assistant Food Service</u> (\$400-\$600)						
214	Hale, Bonita	Student Union	400	4800	425	5100
182	Zvoda, Alvin	Fell Hall	500	6000	515	6180
<u>Supervisor, Fountain</u> (\$350-\$500)						
167	Kennedy, Ervin	Student Union	435	5220	455	5460
<u>Clerk III</u> (\$250-\$325)						
72	Robbins, Lucile	Food Service	290	3480	300	3600
<u>Clerk II, Accounting</u> (\$275-\$350)						
220	Colteaux, Adeline	Student Union	275	3300	290	3480

Clerk Stenographer III (\$250-\$350)

224	Clay, Jacqueline	Student Union	275	3300	290	3480
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Supervisor, Food Service (\$275-\$400)

183	Arnold, Robert	Walker Hall	345	4140	355	4260
57	LaCroix, Ruth	Fell Hall	250	2500	275	3300
275	Poole, Robert	Student Union	350		350	

Supervisor, Assistant Fountain (\$225-\$325)

291	Brimm, Marcia	Student Union	240	2880	255	3060
289	Feist, Mary	Student Union	260	3120	270	3240
286	Ploense, Lillian	Student Union	240	2880	255	3060

## IX. MISCELLANEOUS

## A. Purchases

The following bids were received on various items which were advertised in the official State newspaper:

## 1. Tabulation of Coal Bids for 1959-1960 - 9,000 Tons

Company	Price Per Ton F.O.B. Normal	Adjusted Bid Price	BTU for one cent	BTU for One Cent Adjusted for Moisture
Cantrall Coal Co.	5.90	5.59	46,690	41,026
Eddy Coal Co.	5.95	5.86	44,539	38,748
Truax-Traer Coal Co.	6.85	6.58	39,513	33,981
United Elec. Coal Co.	6.80	6.69	38,863	33,033
Peabody Coal Co.	7.30	7.06	36,827	31,413
Freeman Coal Mining Corp.	7.30	7.23	35,961	30,566
Republic Coal Co.	9.50	9.40	27,659	25,722

Non-bidders

Requests for bids were submitted to 24 companies.

Recommendation: We recommend acceptance of the low bid of the Cantrall Co., Cantrall, Illinois, for 9,000 tons plus or minus 20% at \$5.90 per ton f.o.b. University heating plant, payable from the appropriation for Commodities.

## 2. Dairy Products

Milk and dairy products for the period August 11, 1959 to August 12, 1960 for all Bond Revenue Projects

Murray Dairy, Bloomington	\$39,089.00
Normal Sanitary Dairy, Inc., Normal	40,435.00
Laesch Dairy Co., Bloomington	No Bid

Recommendation: We recommend the acceptance of the low bid submitted by Murray Dairy, Bloomington, Illinois, in the amount of \$39,089.00 for the purchase of dairy products. (To be paid with Bond Revenue Funds.)

## 3. Bakery Goods

Bread and bakery goods for the first semester, second semester, and summer session (August 11, 1959 to August 12, 1960) for all Bond Revenue Projects

Banner Baking Co., Bloomington	\$ 7,420.00
Peoria Colonial Baking Co., Peoria	7,620.00
Purity Baking Co., Bloomington	7,790.00

Recommendation: We recommend the acceptance of the low bid submitted by Banner Baking Co., Bloomington, Illinois, in the amount of \$7,420.00 for the purchase of bread and bakery goods. (To be paid with Bond Revenue Funds.)



4. Lamp Requirements for the school year 1959-1960

	<u>Brand</u>	<u>Price</u>
Tepper Elec. Supply Co., Champaign Alt.	Champion	\$10,069.50
	General Electric	10,388.00
Smith-Scharf Paper, Peoria	Sylvania	10,074.40
Verd-A-Ray Corporation, Toledo, Ohio	Penetray	10,074.40
Crescent Elec. Supply Co., Peoria	Amplex	10,094.00
Judd Elec. Supply Co., Bloomington	Sylvania	10,290.00
Crescent Elec. Supply Co., Peoria	General Electric	10,290.00
White Plains Electrical, White Plains, New York	Champion	10,388.00
S. V. Cain, Inc., Peoria	Sylvania	10,395.00
Graybar Electric, Peoria	General Electric	10,427.20
LaSalle Electric Supply Div., Hawkins Electric Co., LaSalle	General Electric	10,535.00
Westinghouse Electric, Peoria	Westinghouse	11,270.00
Vonachen Industrial Supply, Peoria		No bid

Recommendation: We recommend the acceptance of the low bid submitted by Tepper Electric Supply Co., Champaign, Illinois, in the amount of \$10,069.50. (To be paid with funds appropriated for Commodities -- General Revenue.)

Robert G. Bone  
President



REPORT OF  
NORTHERN ILLINOIS UNIVERSITY

July 20, 1959

I. STUDENTS

Enrollment, Summer Session, 1959

<u>DeKalb Campus</u>	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
<u>Undergrads: full-time</u>				
Unclassified*	59	78	137	65
Post-graduates	1	5	6	23
Seniors	87	121	208	295
Juniors	110	127	237	236
Sophomores	58	70	128	130
Freshmen	58	93	151	121
<u>Total, full-time undergrads</u>	<u>373</u>	<u>494</u>	<u>867</u>	<u>870</u>
<u>Undergrads: part-time</u>				
Unclassified*	9	12	21	7
Post-graduates	1	-	1	7
Seniors	9	8	17	27
Juniors	12	9	21	9
Sophomores	4	2	6	9
Freshmen	10	12	22	12
<u>Total, part-time undergrads</u>	<u>45</u>	<u>43</u>	<u>88</u>	<u>71</u>
<u>Total, Undergraduates</u>	<u>418</u>	<u>537</u>	<u>955</u>	<u>941</u>
<u>Graduate Students</u>				
Full-time	501	192	693	579
Part-time	57	22	79	89
<u>Total, graduate students</u>	<u>558</u>	<u>214</u>	<u>772</u>	<u>668</u>
<u>TOTAL, DEKALB CAMPUS STUDENTS</u>	<u>976</u>	<u>751</u>	<u>1727</u>	<u>1609</u>
<u>Campus Workshops **</u>				
<u>Undergraduates</u>				
European Tour	5	12	17	-
Bishop Workshop (Home Econ.)	-	31	31	
Social Science 469	2	3	5	
Aviation Workshop	3	5	8	
<u>Total, undergraduates</u>	<u>10</u>	<u>51</u>	<u>61</u>	
<u>Graduates</u>				
European Tour	7	20	27	
Social Science 469	5	3	8	
Business 591	3	13	16	
Aviation Workshop	6	18	24	
Physical Science 505 (N.S.F.)#	46	1	47	
<u>Total, Graduates</u>	<u>67</u>	<u>55</u>	<u>122</u>	
<u>Total, Campus Workshops</u>	<u>77</u>	<u>106</u>	<u>183</u>	<u>40</u>
<u>Lorado Taft Field Campus ***</u>				
<u>Undergraduates</u>				
Education 411	-	5	5	
Education 412	-	6	6	
Earth Science 355	-	2	2	
<u>Total, undergraduates</u>		<u>13</u>	<u>13</u>	
<u>Graduates</u>				
Education 411	3	7	10	
Education 412	7	3	10	
<u>Total, graduates</u>	<u>10</u>	<u>10</u>	<u>20</u>	
<u>TOTAL, LORADO TAFT FIELD CAMPUS</u>	<u>10</u>	<u>23</u>	<u>33</u>	<u>45</u>

TOTAL RESIDENT STUDENTS	1063	880	1943	1694
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Extension - Summer, 1959 \*\*\*\*

Center	Men	Women	Total
Joliet (Educ. 490)	20	11	31
Joliet (Educ. 300)	1	-	1
Joliet (Educ. 301)	1	-	1
Joliet (Educ. 310)	3	2	5
Joliet (Educ. 325)	2	2	4
Joliet (Educ. 341)	-	1	1
Joliet (Educ. 342)	1	1	2
Joliet (Educ. 424)	12	5	17
Rockford (Educ. 490)	3	7	10
Rockford (Educ. 300)	2	4	6
Rockford (Educ. 310)	-	1	1
Rockford (Educ. 342)	-	2	2
Rockford (Educ. 424)	1	-	1
Waukegan (Educ. 490)	4	17	21
Waukegan (Educ. 300)	-	1	1
Waukegan (Educ. 301)	-	1	1
Waukegan (Educ. 310)	-	3	3
Waukegan (Educ. 325)	-	5	5
Waukegan (Educ. 341)	-	1	1
Waukegan (Educ. 415)	-	2	2
Waukegan (Educ. 424)	4	4	8
Waukegan (Art 303)	2	20	22
Waukegan (Soc.Sci.240)	<u>2</u>	<u>26</u>	<u>28</u>
Total, extension	<u>58</u>	<u>116</u>	<u>174</u>
<u>TOTAL, UNIVERSITY STUDENTS</u>	1121	996	2117

- \* Unclassified indicates undergraduates who apparently are transients; they have not presented previous records from other schools for evaluation toward an N.I.U. degree.
- \*\* Incomplete: 3 workshops to begin at a later date.
- \*\*\* Incomplete - Educ. 417 to begin July 20, 1959.
- \*\*\*\* Incomplete - 6 classes to begin at a later date.
- # National Science Foundation workshop

<u>Enrollment</u>	<u>Men</u>	<u>Women</u>	<u>Total</u>
<u>Northern Illinois Elementary and Junior High School</u>			
Elementary School	78	57	135
Junior High School	<u>35</u>	<u>18</u>	<u>53</u>
Total	113	75	188
<u>High School State Scholarships</u>			
Undergraduates	34	111	145
Graduates	<u>1</u>	<u>4</u>	<u>5</u>
Total	35	115	150
<u>Veterans State Scholarships</u>			
Undergraduates	56	1	57
Graduates	<u>174</u>	<u>2</u>	<u>176</u>
Total	230	3	233

Enrollment - full-time equivalent on basis of 8.0 semester hours per student

	Men		Women		Total		
	Individ- uals	Full-time equiv.	Individ- uals	Full-time equiv.	Individ- uals	Full-time equiv.	One Yr. Ago
<u>Resident*</u>							
Graduates	558	521.3	214	199.8	772	721.1	668 (eq. of 595)
Under- graduates	<u>418</u>	<u>391.1</u>	<u>537</u>	<u>508.8</u>	<u>955</u>	<u>899.9</u>	<u>941</u> (eq. of 887)
Total residents *	976	912.4	751	708.6	1727	1621	1609 (eq. of 1482)
<u>Extension</u>							
Graduates	18	10	16	9	34	19	105 (eq. of 21)
Undergrads	<u>40</u>	<u>18</u>	<u>100</u>	<u>40.7</u>	<u>140</u>	<u>58.7</u>	<u>291</u> (eq. of 62)
Total extension	<u>58</u>	<u>28</u>	<u>116</u>	<u>49.7</u>	<u>174</u>	<u>77.7</u>	<u>396</u> (eq. of 83)
GRAND TOTAL	1034	940.4	867	758.3	1901	1698.7	2005 (eq. of 1565)

\*Excludes Lorado Taft Field Campus and workshops on campus

Following is the summary of graduates at the close of the academic year, June, 1959.

SUMMARY

Undergraduate College

Undergraduate alumni at close of 1957-1958 (all bachelor's Degrees	5861
Bachelor of Science in Education degrees conferred June, 1959	428
Bachelor of Science degrees conferred June, 1959	162
Bachelor of Arts degrees conferred June, 1959	<u>29</u>
Total, bachelor's degrees conferred June, 1959	<u>619</u>
Total, undergraduate alumni	6480

Graduate College

Master's degrees conferred at close of 1957-1958	503
Master of Science in Education degrees conferred in June, 1959	<u>41</u>
Total, graduate alumni	<u>544</u>
TOTAL DEGREES CONFERRED TO DATE (Bachelor's and master's)	7024

II. FACULTY

1. Payment of Substitute (regular rate of \$15 per day)

Mrs. Doris Ludeman,  $\frac{1}{2}$  day (June 8) for Mr. Robert Weirick who was ill.

2. Additions to Summer Session, 1959, Payroll

The following were employed to teach 2/3 time because of increased enrollment:

	<u>July</u>	<u>August</u>	<u>Total</u>
King, James, Ass't. Prof., Education	493.33	493.33	986.66
King, Voris, Ass't. Prof., Earth Science	480.00	480.00	960.00
Spiesman, Sonya, Assoc.Prof., Soc.Sci.	493.33	493.33	986.66
Tink, Albert, Ass't. Prof., Education	493.33	493.33	986.66

### 3. Institute in Chemistry

The following faculty members are included in the summer session teaching staff but their salaries, at the regular rate as listed, are being paid by the National Science Foundation for conducting the National Science Foundation Institute in Chemistry:

	<u>June</u>	<u>July</u>	<u>Total</u>
<u>All are in the Department of Chemistry</u>			
Bower, John E., Professor	860	940	1760
Lindbeck, Wendell, Professor	980	1040	2020
Miner, Wallace B., Associate Professor	880	920	1840
Rolf, Frederick W., Professor	980	1040	2020

### 4. Resignations

Dr. Robert DeZonia, assistant professor, assistant director, Bureau of Research, effective at the close of the summer session.

Dr. Peter Everett, associate professor, Department of Physical Education for Men, effective at the close of the summer session.

Mr. Rolf Fritz, faculty assistant, alumni secretary, effective June 15.

Miss Barbara Morong, instructor, assistant director, Neptune Hall, effective June 15.

Miss Carolyn Kruse, instructor, director, Adams Hall, effective June 15.

Mrs. Lois Schuhr, faculty assistant, nurse (Student Health Clinic), effective at the close of the summer session.

Dr. Morton D. Waimon, assistant professor, Department of Education, effective at the close of the regular year in June.

### 5. Change of Degree

Mr. Alvin Goldberg, Ph.D., Northwestern University (Speech)

Mr. Herbert Miller, Ph.D., Ohio State University (Mathematics)

Mr. Babatunde Williams, Ph.D., University of Illinois (Social Sciences)

### 6. Change of Status

Dr. Jon R. Ashton (April board report) to be head of the Department of Library Science at the salary indicated (\$8100 for nine months, to be extended at the regular rate for eleven months.)

Mr. Richard F. Doult from faculty assistant at a salary of \$5400 for nine months to instructor at a salary of \$5940 for nine months upon completion of master's degree - June board report.

Mr. James E. Hall from faculty assistant to instructor as indicated in the April board report.

### 7. Replacements - 1959-1960

Dr. Allan G. Blizzard, assistant professor, Department of Art, at a salary



of \$6480 for nine months beginning in September, replacing Dr. James S. Storey who resigned. Dr. Blizzard has his bachelor's degree from the Massachusetts School of Art, his master's and master of fine arts as well as his doctor's degrees from the University of Iowa. His previous teaching experience has been at the Universities of Iowa and Oklahoma.

Mr. Charles E. Dierks, faculty assistant, Department of Business Education, replacing Miss Mildred Hillestad who will be on leave of absence during the autumn semester. Mr. Dierks earned his bachelor's degree at Northern and comes from a teaching position in the Elgin Community High School. This is a temporary appointment at a salary of \$1530 for 4½ months.

Miss Frances Ebstein, instructor, Department of English, beginning in September at a salary of \$5400 for nine months, replacing Mr. Joseph Grimm who was a temporary appointment. Miss Ebstein earned her bachelor of arts and bachelor of education degrees at Ohio State University and is currently completing work on her doctorate at the University of Indiana. She comes to Northern from a teaching position at Indiana University.

Dr. Donald R. Grubb, associate professor and head of the Department of Journalism, at a salary of \$9900 for eleven months beginning in September, replacing part-time, temporary appointments. Dr. Grubb has his bachelor's degree from Southern Illinois University, his master's degree from the University of Minnesota, and his doctor's degree from the University of Utah. He has taught at the University of Utah and comes to Northern from a position at Southern Illinois University.

Mr. Robert A. Karabinus, recorder, assistant professor, replacing Mrs. Blanche Renner who resigned, at a salary of \$7590 for eleven and one-half months beginning July 15. Mr. Karabinus earned his bachelor's and master's degrees at Ohio Wesleyan University with further work at Western Reserve University and at Ohio State University. He has had successful teaching experience and comes to Northern from a position as registrar at Lincoln (Illinois) College.

Dr. Charles M. Myers, associate professor and acting head of the Department of Philosophy, replacing Dr. Jerome Richfield who resigned, at a salary of \$7920 for nine months beginning in September. Dr. Myers has his bachelor's degree from Western Michigan College, his master's and doctor's degrees from the University of Michigan. He comes to Northern from a position at Long Island University (New York) with twelve years' experience.

Miss M. Joan Popp, instructor, Department of Physical Education for Women, replacing part-time, temporary assignments, at a salary of \$5580 for nine months beginning in September. Miss Popp earned her bachelor's degree at Miami University, Oxford, Ohio, and her master's degree at Ohio University. She comes to Northern from a position at Valparaiso University, Indiana, with seven years' teaching experience.

Mr. Warren P. Quensel, instructor, Department of Industrial Arts, at a salary of \$6480 for nine months beginning in September, replacing part-time, temporary instructors. Mr. Quensel earned his bachelor's degree at the University of Illinois and his master's degree at Illinois State Normal University. He comes to Northern from a position with the Office of Public Instruction, Springfield, and has eleven years' teaching experience.

Dr. Mary Frances Reed, professor, Department of Home Economics, replacing part-time, temporary instructors, at a salary of \$8100 for nine months beginning in September. Dr. Reed earned her bachelor's degree from Kansas State College, her master's degree from Ohio University, and her doctorate from the University of Illinois. She has had many years of teaching experience and comes to Northern from a position at Oregon State College, Corvallis.



Mr. Arthur J. Reissner, assistant professor, Department of Foreign Languages, at a salary of \$7020 for nine months beginning in September, replacing part-time, temporary instructors. Mr. Reissner earned his bachelor of law degree from Harvard Law School and his doctor of law degree from the University of Basle, Switzerland, and is a naturalized American citizen. He has had five years' teaching experience and comes to Northern from a position in private business in Brazil.

Dr. Francis E. Stroup, associate professor, Department of Physical Education for Men at a salary of \$8100 for nine months beginning in September, replacing Dr. Peter Everett who resigned. Dr. Stroup has his bachelor's degree from North Texas State Teachers College, his master's and doctor's degrees from the University of Southern California at Los Angeles. He has had many years' teaching experience and comes to Northern from a position at Southern State College, Magnolia, Arkansas.

Dr. Howard H. Thompson, assistant professor, Department of English, at a salary of \$5940 for nine months beginning in September, replacing Miss Joan Schulz who was on a temporary assignment. Dr. Thompson earned his bachelor's degree from Wheaton College (Illinois), his master's and doctor's degrees from the University of Pennsylvania. He comes to Northern from Temple University, Philadelphia, with three years' teaching experience.

Miss Ruth E. Westlund, assistant professor, assistant dean of women, at a salary of \$8400 for ten months beginning September 1, replacing Mrs. Bly Allen who resigned. If Miss Estlund earns her doctor's degree prior to September 1, 1959, her classification will be changed to that of associate professor at the same salary. If she has not completed the doctorate, her classification will be changed for the ensuing year if the degree is earned during 1959-1960. Miss Westlund earned her bachelor's and master's degrees at the University of Minnesota. She has had counseling experience at New Mexico A & M College, at the Teachers College at Bemidji, Minnesota, and comes to Northern from a position at the University of Minnesota.

Dr. A. Bond Woodruff, professor and head of the Department of Psychology, at a salary of \$10,560 for eleven months beginning in September, replacing part-time, temporary appointments. He has his bachelor's degree from Olivet Nazarene College, Kankakee, Illinois, his master's and doctor's from Ohio State University. Dr. Woodruff comes to Northern from a position as research scientist with the U. S. Army Armor Human Research Unit, Fort Knox, Kentucky, and has eleven years' teaching experience.

8. New Appointments - 1959-1960 (Previously approved by the board)

Mr. Keefe L. Baker, assistant professor, Department of Art, at a salary of \$5940 beginning in September for nine months. Mr. Baker earned his bachelor's degree at the University of Colorado and his master's degree at the University of Iowa. He comes to Northern from a position at the Cosmic Ray Laboratory, State University of Iowa.

Miss Harriet K. Barlow, instructor, University Library, at a salary of \$5580 for nine months beginning in September. Miss Barlow has her bachelor's degree from Wisconsin State College, Oshkosh, and her bachelor of library science degree from the University of Wisconsin from which she comes to Northern with fifteen years' experience.

Dr. Perry P. Chang, assistant professor, Department of Social Sciences, at a salary of \$6660 for nine months beginning in September. He has his bachelor's and master's degrees from universities in China and his doctor's degree from the University of Washington. Dr. Chang has had three years' teaching experience in the United States and comes to Northern from Westminster College, Fulton, Missouri. Temporary until citizenship is obtained.

Mr. Harold D. Chastain, instructor, Department of Speech, at a salary of \$5580 for nine months beginning in September. He earned his bachelor's

degree at the University of Florida and his master's degree at the University of Michigan, coming to Northern from a position in the Grand Haven, Michigan High School.

Mr. Earl L. Clemens, instructor, Department of Music, at a salary of \$6120 for nine months beginning in September. Mr. Clemens earned his bachelor's degree from Mount Union College, Ohio, and is doing graduate work at Northwestern University. He comes to Northern from a position as music supervisor of the Margaretta Schools, Castalia, Ohio. Temporary until doctorate is completed.

Dr. Frank C. DeSua, associate professor, Department of Mathematics, at a salary of \$8460 for nine months, beginning in September. Dr. DeSua has his bachelor's and doctor's degrees from the University of Pittsburgh and has had fourteen years' teaching experience. He comes to Northern from a position at the College of William & Mary, Virginia.

Dr. Raymond B. Fox, associate professor, Department of Education, at a salary of \$7380 for nine months beginning in September. Dr. Fox earned his bachelor's degree from Mankato State College, Minnesota, his master's degree from Colorado College, and his doctor's degree from the University of California. He comes to Northern with ten years' experience from a position at the State College, St. Cloud, Minnesota.

Miss Anna M. Hart, instructor, Department of Nursing Education, at a salary of \$7020 for nine months beginning in September, or assistant professor at a salary of \$7200 for nine months depending upon completion of 30 semester hours beyond the master's degree by September 1. Miss Hart has her bachelor's degree from Southern Illinois University and her master's degree from the University of Michigan. She comes to Northern from a position with the DeKalb Community Unit Schools.

Mr. Dale G. Jungst, instructor, Department of Mathematics, at a salary of \$7020 for nine months beginning in September. Mr. Jungst has his bachelor's and master's degrees from the University of Iowa. He comes to Northern from a position in the public school system of Carroll, Iowa, with eleven years' teaching experience.

Miss Anne C. Lembesis, assistant professor, Department of Education, at a salary of \$7200 for nine months beginning in September. She has her bachelor's degree from Northwestern University and her master's degree from the State University of Iowa and is completing her doctorate at the University of Oregon. She comes to Northern with nineteen years' teaching experience.

Dr. V. Dale McDowell, assistant professor, Department of Education, at a salary of \$7380 for nine months beginning in September. He has his bachelor's degree from the Central YMCA College, Chicago, his master's and doctor's degrees from Northwestern University. Dr. McDowell comes to Northern from a position in the Community Unit District School 300, Algonquin, Illinois, where he served as principal.

Mr. James J. McNiece, instructor, Department of English, at a salary of \$5400 for nine months beginning in September. He has his bachelor's and master's degrees from the State University of Iowa and comes to Northern from a position at the Flintridge Preparatory School, Iowa City.

Mr. Marvin L. Klaven, assistant professor, Department of Art, at a salary of \$5940 for nine months beginning in September. Mr. Klaven earned his bachelor's degree and master's degree at the University of Iowa and comes to Northern from a position at the University High School, Iowa City.

Mr. J. Norman Parmer, associate professor, head of the Department of History, at a salary of \$10,120 for eleven months beginning in September. Dr. Parmer has his bachelor's degree from Indiana University, his master's degree from

the University of Connecticut, his doctorate from Cornell University and comes to Northern from a position at the University of Maryland.

Mr. Ronald J. Patten, instructor, Department of Business Administration, at a salary of \$5400 for nine months beginning in September. He has his bachelor's degree from Michigan State University where he is completing his master's degree.

Mr. John F. Plummer, assistant professor, Department of Industrial Arts, at a salary of \$6660 for nine months beginning in September. He has his bachelor's and master's degrees from Ball State Teachers College, Muncie, Indiana. Mr. Plummer has had ten years' teaching experience and comes to Northern from a position at Iowa State Teachers College, Cedar Falls.

Mr. Henry E. Scott, instructor, Department of English, at a salary of \$5580 for nine months. He earned his bachelor's degree at Northeast Missouri State Teachers College and his master's degree from the University of Chicago. Mr. Scott comes to Northern from a position at MacMurray College, Jacksonville, Illinois.

Dr. Joseph Suhadolc, associate professor, Department of Foreign Languages, at a salary of \$7380 for nine months, beginning in September. Dr. Suhadolc has his master's and doctor's degrees from universities in Yugoslavia and a doctorate from the University of Venice, Italy. He has eleven years' teaching experience and comes to Northern from a position at Kent State University. This is a temporary appointment, to become permanent when citizenship is obtained.

Mr. Robert J. Ward, assistant professor, Department of English, at a salary of \$6120 for nine months beginning in September. Mr. Ward earned his bachelor's degree from the University of Akron, his master's degree from Ohio State University, and comes to Northern from a position at the University of Missouri. He has seven years' teaching experience.

Mr. Harold A. Winters, assistant professor, Department of Earth Science, at a salary of \$6120 for nine months beginning in September. Mr. Winters earned his bachelor's degree from Northern and his master's degree at Northwestern University where he is completing his doctorate.

### III. OTHER SCHOOL EMPLOYEES

We should like to have permission to establish the following positions:

a) University housing - Clerk-Stenographer I - Salary Range: \$185-275

This office has assumed all housing services, both on and off campus much of which was previously handled by the offices of the dean of men and women. The salary for this position will be pro-rated over dormitories and married student housing bond revenue series.

b) Gilbert Hall - Kitchen Laborer - Salary Range: Negotiated

The use of student help to do the work of a second kitchen laborer in Gilbert Hall, men's residence, has proved to be impossible and not dependable. A second position of kitchen laborer, payable from Bond Revenue Series 1950, will save funds in student personal services and off-set a part of the cost of this position.

#### New Positions

Judith A. Mullis, clerk-typist II (temporary), Registrar's Office, @ \$210 per month, as of 6/10, per June Board Report

Joanne E. Matthew, clerk-stenographer II (temporary), Auxiliary Enterprises, @ \$230 per month, as of 6/15, per June Board Report



Elizabeth A. Weston, clerk-typist II (temporary), Registrar's Office, @ \$215 per month, as of 6/15, per June Board Report

### Replacements

JoAnne C. Reden, duplicating machine operator I, Business Services (Duplicating) @ \$225 per month, as of 4/1, replacing Diane Modloff, resigned 3/25

Martha T. Miller, clerk-typist II, Alumni & Publicity, @ \$225 per month, as of 4/1, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Joyce Milburn, resigned 4/3

Margaret A. Gatz, food service supervisor, Lorado Taft Campus, @ \$300 per month, as of 4/1, replacing Ethan Blair, resigned 2/28

Marian I. Blumeyer, cook, Lorado Taft Campus, @ \$200 per month, as of 4/1, replacing Margaret Gatz, transferred

Geneva P. Kangas, cook's helper, Adams Hall, @ \$190 per month, as of 4/1, replacing Dorace Harold, resigned 2/28

Marguerite Denny, cook, Gilbert Hall, @ \$200 per month, as of 4/1, replacing Catharine Seldal, on leave of absence

Melvin A. Klink, janitor, Gilbert Hall, @ \$290 per month, as of 4/1, replacing Ronald Brooke, resigned 4/4

Carrie B. Wells, cook's helper, Williston Hall, @ \$190 per month, as of 4/9, replacing Dorothy Stroh, resigned 3/20

Helen M. Bullington, cashier II (temporary), Business Services, @ \$1.50 per hour for 120 hours, replacing Frances Gustafson, on sick leave

James P. Flood, janitor, Physical Plant, @ \$290 per month, as of 4/13, replacing Cleveland Brophy, on sick leave

Floyd Matheny, kitchen laborer (temporary), Cafeteria, @ \$200 per month, as of 4/15, replacing Donald Garriott, resigned 4/3

Ruth M. Doerr, cook (temporary), Neptune Hall, @ \$200 per month, as of 4/28, replacing Anna Mae Brogdon, resigned 4/20

William H. Johnson, janitor, Gilbert Hall, @ \$290 per month, as of 4/27, replacing Melvin Klink, transferred

Robert Streeter, kitchen laborer, Cafeteria, @ \$230 per month, as of 4/27, replacing Donald Garriott, resigned 4/3

Milton O. Nelson, janitor, Physical Plant @ \$320 per month, as of 5/1, replacing Gerald E. Loescher, resigned 4/30

Edward H. Bellerive, watchman, Physical Plant, @ \$290 per month, as of 5/1, replacing George McClure, resigned 4/30

Cynthia J. Smith, vari-typist I, (temporary) Business Services (Duplicating), @ \$1.21 per hour for 57 hours, as of 5/4, replacing Suzanne Fischer, resigned 3/20

Barbara M. Hammes, personnel assistant I (temporary), Tests & Measurements, @ \$1.21 per hour for 48½ hours, as of 5/18, replacing Shirley Bernardi, resigned 5/31

Betty E. Patterson, secretary (stenographic), Graduate School, @ \$315 per month as of 5/25, replacing Carol Ingwersen, resigned 5/31

Louise B. Baker, clerk-stenographer III (temporary), Dean of Men, @ \$1.45 per hour for 96 hours, as of 5/27, replacing Cornelia Gehring, resigned 5/31

Bernadette I. Keeling, clerk-typist II, Neptune Hall, @ \$235 per month, as of 6/2, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Lura-Marie Kiesa, granted a leave of absence

Marcia E. Erickson, clerk-stenographer I, Stenographic Pool, @ \$215 per month, as of 6/3, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Doris Cleaver, resigned 5/31

Sharon L. Keast, clerk-stenographer II, Alumni & Publicity, @ \$230 per month, as of 6/8, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Dianna Larson, resigned 6/12

Kay Mullis, clerk-stenographer II (temporary), Home Economics, @ \$1.32 per hour for 68 hours, as of 6/8, replacing Betty Wagoner transferred to Physical Science full time

James E. Royalty, kitchen laborer, Neptune Hall, @ \$200 per month, as of 6/12, replacing Donald McGookey, resigned 6/12

Darlene M. Phelps, vari-typist I (temporary), Business Services (Duplicating), @ \$220 per month, as of 6/15, replacing Suzanne Fischer, resigned 3/20

T. Barbara Hart, clerk-typist II, Dean of Women, @ \$220 per month, as of 6/15, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Joan Rodda, resigned 5/31

Ann P. Madison, clerk-stenographer I, Admissions, @ \$215 per month, as of 6/15, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Lois King, resigned 3/31

#### Change of Status

Lawrence A. LaCosse, janitor crew leader, Physical Plant, from \$315 per month to \$345 per month, as of 4/1, retroactive to 3/9, per union negotiations

Audrey J. Brown, clerk-stenographer II (temporary), Home Economics, @ \$1.35 per hour for 88 hours, as of 4/1

Dianna G. Larson, clerk-typist II, Alumni & Publicity, @ \$210 per month, to clerk-stenographer II, @ \$225 per month, as of 4/1

Margaret A. Gatz, cook, Lorado Taft Campus, @ \$240 per month, to food service supervisor, @ \$300 per month, as of 4/1

Martin O. Erickson, stationary fireman helper, Physical Plant, from \$360 per month to \$385 per month, as of 4/1, per union negotiations

Joseph R. Homan, stationary fireman helper, Physical Plant, from \$360 per month to \$385 per month, as of 4/1, per union negotiations

Shirley L. Dirksen, nurse (temporary irregular), Lorado Taft Campus, @ \$55 per week for two weeks, as of 4/1

Melvin A. Klink, janitor (temporary), Physical Plant, @ \$290 per month, to permanent, Gilbert Hall, as of 4/1

Emma Biers, cook's helper (temporary irregular), Adams Hall, @ \$1.32 per hour for 104 hours, as of 4/1



Sharen Bemis, library clerk I, Library, from \$210 per month to \$215 per month, as of 4/1, completion of probationary period

Margaret Hickey, clerk-typist II, Placement, from \$210 per month to \$220 per month, as of 4/1, completion of probationary period

Kathryn Pavelich, clerk-typist II, Grounds, from \$235 per month to \$250 per month, as of 4/1, completion of probationary period

Geraldine Bellich, clerk-typist II, Registrar's Office, from \$210 per month, to \$220 per month, as of 4/13, completion of probationary period

Evalyn Cheadle, clerk-typist II, Audio-Visual, from \$225 per month to \$235 per month, as of 4/15, completion of probationary period

Elmer Holbo, janitor crew leader, Gilbert Hall, @ \$345 per month, to janitor foreman, Gilbert Hall, @ \$330 per month, as of 4/15, per union negotiations

Barbara Davis, tabulating machine operator I, Statistical Services, from \$210 per month to \$220 per month, as of 4/28, completion of probationary period

Helen M. Bullington, cashier II (temporary), Business Services, @ \$1.50 per hour for 48½ hours, as of 5/1

Audrey J. Brown, clerk-stenographer II (temporary), Home Economics, @ \$1.35 per hour for 80 hours, as of 5/1

Helen M. Harrison, cook (temporary irregular), Lorado Taft Campus, @ \$1.72 per hour for 90 hours, as of 5/1

Emma Biers, cook's helper (temporary irregular), Adams Hall, @ \$1.32 per hour for 68 hours, as of 5/1

Floyd Matheny, kitchen laborer (temporary), Cafeteria, to Adams Hall, as of 5/1, no change in salary

Mary Lou Martinson, library clerk II, Library, from \$225 per month to \$235 per month, as of 5/1, retroactive to 3/30, completion of probationary period

Shirley L. Dirksen, nurse (temporary irregular), Lorado Taft Campus, @ \$55 per week for one week, as of 5/1

Melvin A. Klink, janitor, Gilbert Hall, @ \$290 per month, to Physical Plant, as of 5/1, no change in salary

James P. Flood, janitor, Physical Plant, @ \$290 per month, to Student Union, as of 5/1, no change in salary

Edward H. Bellerive, kitchen laborer, Adams Hall, @ \$200 per month, to watchman, Physical Plant, @ \$290 per month, as of 5/1

Howard Cook, electrician, Physical Plant, from \$3.40 per hour to \$3.55 per hour, as of 6/1, retroactive to 4/28, per Department of Labor

Ernest S. Youngren, electrician, Physical Plant, from \$3.40 per hour to \$3.55 per hour, as of 6/1, retroactive to 4/28, per Department of Labor

Janet J. Sauter, clerk-stenographer II, Education, from \$235 per month to \$245 per month, as of 6/1, completion of probationary period

Vernie Saltzgiver, kitchen laborer (temporary), Student Union, @ \$210 per month, to permanent, as of 6/1, no change in salary

Ruth M. Doerr, cook (temporary), Neptune Hall, @ \$200 per month, to permanent, as of 6/1, no change in salary

Barbara M. Hammes, personnel assistant I (temporary), Tests & Measurements, @ \$1.21 per hour, to typing clerk I, @ \$210 per month, as of 6/5, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same

Cynthia J. Smith, vari-typist I (temporary), Business Services (Duplicating), @ \$1.21 per hour, to duplicating machine operator I, @ \$210 per month, as of 6/8, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same

Leif Larsen, painter foreman, Physical Plant, from \$3.25 per hour to \$3.45 per hour, as of 6/8 retroactive to 5/28, per Department of Labor

Kenneth V. Kidd, painter, Physical Plant, from \$3.00 per hour to \$3.20 per hour, as of 6/8, retroactive to 5/28, per Department of Labor

Sigvald Olsen, painter, Physical Plant, from \$3.00 per hour to \$3.20 per hour, as of 6/8 retroactive to 5/28, per Department of Labor

Kenneth H. Richardson, painter, Physical Plant, from \$3.00 per hour to \$3.20 per hour, as of 6/8 retroactive to 5/28, per Department of Labor

Grace C. Cruise, laundry worker, Physical Plant, from \$200 per month to \$215 per month, as of 6/10, completion of probationary period

#### Leave of Absence

Frances Gustafson, cashier II, Business Services, from 4/18 to 5/4

Inez Owen, bookkeeping machine operator II, Business Services, from 5/22 to indefinite

Marie L. Haendel, clerk-stenographer II, Alumni & Publicity, from 6/11 to 9/8

Ivan D. Houseman, second baker, Williston Bakery, from 6/29 to 9/8

#### Return from Leave of Absence

William H. Walsh, policeman, Grounds, as of 4/1

Frances Gustafson, cashier II, Business Services, as of 5/4

#### Change of Name

Valene M. Benson, to Valene M. Long, as of 6/10

#### Retirement

John Deegan, janitor, Williston Hall, effective 9/1

Rose Little, on disability leave, effective 9/1

#### Resignations

Joyce Milburn, clerk-stenographer II, Alumni & Publicity, as of 4/3

Donald Garriott, kitchen laborer, Cafeteria, as of 4/3

Ronald Brooke, janitor, Gilbert Hall, as of 4/4

Ray Tadd, dishwasher, Cafeteria, as of 4/17

Anna M. Brogdon, cook, Neptune Hall, as of 4/20

Gerald Loesch, janitor, Physical Plant, as of 4/30

George McClure, watchman, Physical Plant, as of 4/30

Shirley L. Dirksen, nurse (temporary irregular), Lorado Taft Campus, as of 5/7

Helen M. Bullington, cashier II (temporary), Business Services, as of 5/15

Joan C. Rodda, clerk-stenographer II, Dean of Women, as of 5/31

Cornelia C. Gehring, clerk-stenographer III, Dean of Men, as of 5/31

Shirley A. Bernardi, personnel assistant I, Tests & Measurements, as of 5/31

Doris B. Cleaver, clerk-stenographer I, Stenographic Pool, as of 5/31

Carol Ingwersen, secretary (stenographic), Graduate School, as of 5/31

Audrey J. Brown, clerk-stenographer II (temporary), Home Economics, as of 5/31

Betty E. Patterson, secretary (stenographic), Graduate School, as of 6/1

Eva M. Bocklund, cook, Williston Hall, as of 6/12  
 Dianna G. Larson, clerk-stenographer II, Alumni & Publicity, as of 6/12  
 Donald G. McGookey, kitchen laborer, Neptune Hall, as of 6/12  
 JoAnne C. Reden, duplicating machine operator I, Business Services (Duplication), as of 6/12  
 Floyd Matheny, kitchen laborer (temporary), Adams Hall, as of 6/12  
 Juanita M. Smith, cook (temporary), Neptune Hall, as of 6/13

We wish to present for approval the non-union and a partial list of the union nonacademic payrolls for 1959-1960. The remainder of the union payroll will be presented when negotiations have been completed.

# NON-UNION NONACADEMIC STAFF - 1959-1960

## General Revenue

Classification - Range	Department	1958-59 Mo.Sal.	1958-59 Ann.Sal.	1959-60 Mo.Sal.	1959-60 Ann.Sal.
<u>Accountant II - 375-600</u>					
Edward Fitzgerald	Business	560	6720	580	6960
Richard Grant	Business	475	5700	515	6180
<u>Agent, Purchasing - 475-750*</u>					
Francis Vaughan	Business	560	6720	560	6720
<u>Assistant II, Personnel - 325-450*</u>					
Eleanor J. Larson	Business	330	3960	355	4260
<u>Assistant II, Purchasing - 400-600*</u>					
Loretta M. O'Neil	Business	400	4800	425	5100
<u>Attendant, Sr. Laboratory - 350-500*</u>					
Martin Mattson	Phy. Science	430	5160	460	5520
<u>Auditor, Internal -</u>					
N.P. _____	Business	---	---	---	5250#
<u>Cashier II - 250-350</u>					
Madelyn Bailey	Business	270	3240	290	3480
Frances Gustafson	Business	250	3000	270	3240
<u>Clerk, Accounting - 275-350*</u>					
N.P. _____	Business	---	--	300	3600
<u>Clerk I, Library - 185-250*</u>					
Stacia Keller	Library	225	2700	245	2940
Sharen Bemis	Library	215	2580	230	2760
N.P. _____	Library	---	---	225	2700
N.P. _____	Library	---	---	225	2700
N.P. _____	Library	---	---	225	2700
N.P. _____	Univ. School	---	---	225	2700
<u>Clerk II, Library - 225-300*</u>					
Janice Mummert	Library	240	2880	265	3180
Mary Lou Martinson	Library	235	2820	260	3120
Paulette Lofthouse	Library	230	2760	250	3000
<u>Clerk II, Payroll - 250-350</u>					
Barbara Lindgren	Business	270	3240	295	3540

Classification - Range	Department	1958-59 Mo.Sal.	1958-59 Ann.Sal.	1959-60 Mo.Sal.	1959-60 Ann.Sal.
<u>Clerk I, Typing - 185-250</u>					
Barbara Hammes	Testing	210	2520	210	2520
<u>Clerk-Stenographer I - 200-275*</u>					
Barbara Kemp	Steno. Pool	240	2880	255	3060
Sarah Saksa	Placement	235	2820	255	3060
Mary Anderson	Lorado Taft	235	2820	250	3000
MaryAnne Marshall	Univ. School	225	2700	245	2940
Judith Haderer	Speech Clinic	225	2700	230	2760
Ann Madison	Admissions	215	2580	220	2640
Marcia Erickson	Steno. Pool	215	2580	215	2580
(vacant)	Health Service			215	2580
<u>Clerk-Stenographer II - 225-350*</u>					
Marie Haendel	Reg. Services	270	3240	285	3420
Mary Beth VanBuer	Business	260	3120	280	3360
Ona Anderson	Grounds	255	3060	275	3300
Carol Bradley	Dean of Women	255	3060	275	3300
Joyce Matkovic	Music	260	3120	275	3300
Barbara Hottle	Ind. Arts	255	3060	270	3240
Betty Wagoner	Phy.Sci.-Home Ec.	250	3000	270	3240
Judith Anderson	Women's P.E.	245	2940	265	3180
Norma West	Men's P.E.	245	2940	265	3180
Janet J. Sauter	Education	245	2940	265	3180
Helen Friel	Admissions	240	2880	260	3120
Ione Rice	Vice-Pres.Stu.				
	Pers. Services	240	2880	260	3120
Judith Sauber	Bus. Dept.	240	2880	260	3120
Sara Stewart	Library	240	2880	260	3120
Marlene Eriksson	English	235	2820	250	3000
Margaret Budrich	Registrar	235	2820	250	3000
(vacant)	Dean of Women			250	3000 %
Sharon Keast	Reg. Services	230	2760	230	2760
Mary Dell Prater	A.V.-Ev.College	225	2700	225	2700
N.P. _____	$\frac{1}{2}$ Earth Science			125	1500
N.P. _____	$\frac{1}{2}$ Biol. Science			125	1500
N.P. _____	$\frac{1}{2}$ Home Economics			125	1500
N.P. _____	$\frac{1}{2}$ Phy. Science			125	1500
N.P. _____	Fine Arts			250	3000
N.P. _____	Soc. Science			250	3000
N.P. _____	Summer School			250	3000
N.P. _____	Graduate School			250	3000
N.P. _____	Vice-Pres. - Instr.			250	3000
N.P. _____	A.V.-Ev. College			250	3000
N.P. _____	$\frac{1}{2}$ Nursing			125	1500
N.P. _____	$\frac{1}{2}$ Mathematics			125	1500
N.P. _____	Publications			250	3000
N.P. _____	Dir. Bus. Services			250	3000
N.P. _____	Business (Personnel)			250	3000
N.P. _____	$\frac{1}{2}$ Buildings			125	1500
N.P. _____	$\frac{1}{2}$ Grounds			125	1500
N.P. _____	Education			250	3000
N.P. _____	Registrar			250	3000
N.P. _____	Admissions			250	3000
N.P. _____	Counseling			250	3000
N.P. _____	Stu. Activities			250	3000
N.P. _____	Reg. Services			250	3000
N.P. _____	Speech			250	3000
<u>Clerk-Stenographer III - 250-400*</u>					
Dora Anderson	Testing	350	4200	375	4500
Dorothy Bedick	Placement	345	4140	370	4440



Classification - Range	Department	1958-59	1958-59	1959-60	1959-60
		Mo.Sal.	Ann.Sal.	Mo.Sal.	Ann.Sal.
<u>Clerk-Stenographer II (continued)</u>					
Joyce List	Registrar	345	4140	370	4440
Dorothy Latimer	Health Service	340	4080	365	4380
Betty Blake	Assoc.Dean Instr.	300	3600	320	3840
Christine Fletcher	Univ. School	285	3420	310	3720
Mariann Storey	Assoc. Dean Instr.	285	3420	305	3660
Alice Hett	Reg. Services	260	3120	280	3360
(Vacant)	Dean of Men	265	3180	265	3180
<u>Clerk-Typist II - 225-300*</u>					
Louise Derix	Registrar	265	3180	280	3360
Reba Kizis	Registrar	255	3060	270	3240
Alice Petersen	Vet. Office	250	3000	270	3240
Kathryn Pavelich	Grounds	250	3000	265	3180
Dolores Marsh	Placement	235	2820	255	3060
Marian Arnold	Placement	235	2820	255	3060
Evalyn Cheadle	Audio-Visual	235	2820	250	3000
Shirley Micetich	Business	225	2700	245	2940
Jane Kittleson	Registrar	230	2760	240	2880
Margaret Hickey	Placement	220	2640	240	2880
Helen Marshall	Registrar	225	2700	240	2880
Patricia Moore	Health Service	225	2700	240	2880
Verna Oles	Registrar	225	2700	240	2880
Janice Lungstrom	Admissions	225	2700	235	2820
Constance Erickson	Univ. School	220	2640	235	2820
Sue Hargrave	Library	220	2640	235	2820
Myra Morris	Health Service	220	2640	235	2820
Wanda Stroyan	Registrar	220	2640	235	2820
Geraldine Bellich	Registrar	220	2640	235	2820
Mary Ellen Gerrard	Registrar	220	2640	235	2820
Valene Long	Admissions	215	2580	230	2760
Evelyn Bennewate	Business	215	2580	230	2760
Patricia Taylor	Business	210	2520	225	2700
Martha Miller	Reg. Services	225	2700	225	2700
Barbara Hart	Dean of Women	225	2700	225	2700 %
N.P. _____	Testing			225	2700
N.P. _____	Business (Purchasing)			225	2700
N.P. _____	Business (Cashier)			225	2700
N.P. _____	Central Receiving			225	2700
N.P. _____	Registrar			225	2700
N.P. _____	Registrar			225	2700
N.P. _____	Admissions			225	2700
N.P. _____	Admissions			225	2700
N.P. _____	Dean of Men			225	2700
<u>Clerk-Typist III - 250-325*</u>					
A. Ruth Moore	Business	250	3000	270	3240
Glenda Rickords	Extension	250	3000	270	3240
<u>Dir. Bus. Services, Assistant - 500-800*</u>					
Harlan E. Cain	Business	725	8700	775	9300
<u>Draftsman - **</u>					
N.P. _____	½ Grounds			375	4500
	½ Physical Plant				
<u>Engineer, Operations - 475-750*</u>					
Anthony F. Lorusso	Grounds	700	8400	750	9000
<u>Nurse, Health Service - 300-400*</u>					
Josephine Fox	Univ. School	315	3780	335	4020
Margaret Sanford	Health Service	315	3780	315	3780
(vacant)	Health Service			300	3600

Classification - Range	Department	1958-59	1958-59	1959-60	1959-60
		Mo.Sal.	Ann.Sal.	Mo.Sal.	Ann.Sal.
<u>Nurse, Health Service - 300-400* (Continued)</u>					
N.P. _____	Health Service			315	3780
Shirley Dirksen	Lorado Taft		500		500
<u>Officer, Personnel - 475-750*</u>					
Marlyn H. TenBoer	Business	560	6720	600	7200
<u>Officer, Placement - **</u>					
N.P. _____	Business			450	5400
<u>Operator II, Bkkg. Mch. - 250-325*</u>					
Inez Owen	Business	305	3660	305	3660
Jane Brooke	Business	250	3000	270	3240
<u>Operator I, Dupl. Mch. - 185-250*</u>					
Cynthia Smith	Business	210	2520	210	2520
<u>Operator III, Dupl. Mch. - 300-400*</u>					
Betty Buchan	Business	310	3720	325	3900
<u>Operator, Switchboard - 225-300*</u>					
Minnie Johnson	Business	250	3000	270	3240
<u>Operator I, Tab. Mch. - 225-300*</u>					
Barbara Lichty	Stat. Services	220	2640	240	2880
Barbara Davis	Stat. Services	220	2640	240	2880
Isabelle Fender	Stat. Services	210	2520	230	2760
N.P. _____	Stat. Services			225	2700
<u>Operator II, Tab. Mch. - 250-325*</u>					
Edna Hansen	Stat. Services	275	3300	300	3600
<u>Operator III, Tab. Mch. - 300-400*</u>					
Norma Walt	Stat. Services	350	4200	375	4500
<u>Pd.ice Sergeant - 325-450*</u>					
Francis Sullivan	Grounds	350	4200	375	4500
<u>Secretary (Stenographic) - 325-550*</u>					
Ferne B. Mullis	Business	455	5460	485	5820
Dorothy Breen	Exec. Vice-Pres.	350	4200	375	4500
Regina Anderson	Stu. Teaching	325	3900	350	4200
K. Lois Chiles	Vice-Pres.-Inst.	325	3900	350	4200
Patricia Farley	Graduate School	325	3900	325	3900
(vacant) _____	Vice-Pres.Stud.				
	Pers. Services			300	3600
<u>Supt. of Buildings - 500-800*</u>					
Cecil J. Trimble	Physical Plant	690	8280	730	8760
<u>Supervisor, Custodial - 350-500*</u>					
Harold Blake	Physical Plant	470	5640	485	5820
<u>Supervisor, Food Service - 300-400*</u>					
Margaret Gatz	Lorado Taft	300	3600	315	3780
<u>Supervisor, Inventory - 325-450*</u>					
Harry Chapman	Business	380	4560	410	4920
<u>Supervisor, Mailing Service - 300-400*</u>					
Margaret Harris	Business	310	3720	330	3960

Classification - Range	Department	1958-59 Mo.Sal.	1958-59 Ann.Sal.	1959-60 Mo.Sal.	1959-60 Ann.Sal.
<u>Technician II, Electronics - 325-450*</u>					
Peter Bradley	Audio-Visual	355	4260	385	4620
<u>Technician, Laboratory - **</u>					
N.P. _____	Health Service			375	4500
<u>Technician, Physics - **</u>					
N.P. _____	Phy.Science			400	4800
<u>Vari-Typist I - 185-275</u>					
(vacant) _____	Business	220	2640	225	2700
<u>Worker, Laundry - 185-275</u>					
Grace Cruise	Physical Plant	200	2400	215	2580

\* Ranges have been requested for approval effective July 1, 1959, and are in accordance with Director Dickason's proposals

\*\* Will request range

# Six months @ \$425, six months @ \$450

% Being temporarily filled by Barbara Hart listed as a Clerk-Typist II. Miss Hart will replace a typist in the Registrar's Office who is resigning in August

#### UNION NONACADEMIC STAFF - 1959-1960

##### General Revenue

Classification	Department		1958-59 Mo.Sal.	1958-59 Ann.Sal.	1959-60 Mo.Sal.	1959-60 Ann.Sal.
<u>Carpenter</u>						
Clarence Scott	Physical Plant	P.R.	3.25PH	6630	3.25 PH	6630
Arnold Johnson	Physical Plant	P.R.	3.25PH	6630	3.25 PH	6630
<u>Electrician</u>						
Howard Cook	Physical Plant	P.R.	3.40PH	6936	3.55 PH	7242
Ernest Youngren	Physical Plant	P.R.	3.40PH	6936	3.55 PH	7242
<u>Painter</u>						
Kenneth Kidd	Physical Plant	P.R.	3.00 PH	6120	3.20 PH	6528
Sigvald Olsen	Physical Plant	P.R.	3.00 PH	6120	3.20 PH	6528
Kenneth Richardson	Physical Plant	P.R.	3.00 PH	6120	3.20 PH	6528
<u>Plumber</u>						
Arthur Carlson	Physical Plant	P.R.	3.60 PH	7344	3.60 PH	7344
<u>Steamfitter</u>						
Sidney Wales	Physical Plant	P.R.	3.60 PH	7344	3.60 PH	7344
<u>Engineer, Chief Plant Opr.</u>						
Ray Latimer	Physical Plant	N.R.	560	6720	600	7200
<u>Engineer, Stationary</u>						
Arnold Hayes	Physical Plant	N.R.	490	5880	505	6060
Donald Carlson	Physical Plant	N.R.	490	5880	505	6060
Robert Rhoades	Physical Plant	N.R.	490	5880	505	6060
<u>Fireman, Stationary</u>						
James Becker	Physical Plant	N.R.	435	5220	450	5400
Howard B. Clark	Physical Plant	N.R.	435	5220	450	5400
Albert L. Hinkle	Physical Plant	N.R.	435	5220	450	5400
James Roof	Physical Plant	N.R.	435	5220	450	5400
Donald Snyder	Physical Plant	N.R.	435	5220	450	5400

Classification	Department		1958-59 Mo.Sal.	1958-59 Ann.Sal.	1959-60 Mo.Sal.	1959-60 Ann.Sal.
<u>Helper, Stat. Fireman</u>						
Martin Erickson	Physical Plant	N.R.	385	4620	400	4800 *
Joseph Homan	Physical Plant	N.R.	385	4620	400	4800 *

\* As of Oct. 1 - \$425 per month; as of April 1, 1960 - \$450 per month

The following negotiated new positions appear in the Internal Budget, 1959-60, payable from General Revenue Funds. They are listed at current rates pending further negotiations. Employment of such personnel will be after July 1, 1959, as needed.

	Ann. Salary
½ Cook (Lorado Taft)	1200
1 Watchman	3660
2 Laborers @ 3660	7320
7 Janitors @ 3660	25620
4 - Fine Arts Bldg.	
1 - Lib. & Phys. Plant Bldg.	
2 - University School	
2 Janitresses @ 2760	5520
1 - Women's P.E.	
1 - Lib. & Fine Arts Bldg.	
3 Maint. Equip. Oprs. @ 3960	11880
3 Police @ 3660	10980
2 Driver-Mechanics @ 4320	8640

#### NON-UNION NONACADEMIC STAFF -1959-1960

##### Bond Revenue

Classification - Range	Department	1958-59 Mo.Sal.	1958-59 Ann.Sal.	1959-60 Mo.Sal.	1959-60 Ann.Sal.
<u>Baker, Head - 325-450</u>					
Charles Saarela	Bakery	335	4020	360	4320
<u>Baker, Second - 250-325*</u>					
Ivan D. Houseman	Bakery	295	3540	320	3840
<u>Clerk II, Accounting - 275-350*</u>					
Isabel Meier	Aux. Enterprises	250	3000	275	3300
<u>Clerk II, Typing - 225-300*</u>					
Adeline Tate	Housing	225	2700	245	2940
Ruth Trimble	Gilbert	225	2700	245	2940
<u>Clerk-Stenographer II - 225-350*</u>					
Beverly Swanson	Aux. Enterprises	270	3240	295	3540
Judith Nicholson	Housing	225	2700	240	2880
<u>Clerk-Typist II - 225-300*</u>					
LaVonne Jensen	Williston	265	3180	285	3420
Mary Meier	Adams	265	3180	285	3420
Lura-Marie Kiesa	Neptune	250	3000	270	3240 a
Marilyn Pozzi	Aux. Enterprises	225	2700	245	2940
Bernadette Keeling	Neptune			235	2820 b
N.P. _____	Res. Hall			225	2700
N.P. _____	Res. Hall			225	2700
<u>Director of Housing - 450-700*</u>					
James Burgoyne	Aux. Enterprises	600	7200	620	7440



Classification - Range	Department	1958-59 Mo.Sal.	1958-59 Ann.Sal.	1959-60 Mo.Sal.	1959-60 Ann.Sal.
<u>Foreman, Laundry - 300-400*</u>					
Delmar Jones	Laundry	320	3840	345	4140
<u>Manager, Food Production - 350-500*</u>					
Charlotte Allen	Neptune	440	5280	465	5580
Elizabeth Rilat	Gilbert	440	5280	465	5580
Dorothy Wilcox	Cafeteria	440	5280	465	5580
Mildred Houseman	Adams-Williston	375	4500	405	4860
N.P. _____	Res. Hall			375	4500
N.P. _____	Res. Hall			375	4500
<u>Manager, Asst. Food Production - 300-400*</u>					
Robert Underwood	Student Union	365	4380	390	4680
Elizabeth Secrest	Student Union	350	4200	375	4500
<u>Manager, Food Service - 475-750*</u>					
Barbara Child	Aux. Enterprises	575	6900	615	7380
<u>Manager, Asst. Food Service - 400-600*</u>					
Helen Queenan	Aux. Enterprises	500	6000	530	6360
<u>Manager of Aux. Enterprises - 500-800*</u>					
Paul Fairbrook	Aux. Enterprises	715	8580	765	9180
<u>Supervisor, Fountain - **</u>					
N.P. _____	Res. Hall			275	3300

\* Ranges have been requested for approval effective July 1, 1959, and are in accordance with Director Dickason's proposals.

\*\* Ranges will be requested.

a Leave of Absence effective 7-14-59

b Replaced Mrs. Kiesa effective 6-2-59

#### UNION NONACADEMIC STAFF - 1959-1960

##### Bond Revenue

Classification	Department	1958-59 Mo.Sal.	1958-59 Ann.Sal.	1959-60 Mo.Sal.	1959-60 Ann.Sal.
<u>Foreman, Painter</u>					
Leif Larsen	Physical Plant	P.R. 3.25 ph	6630	3.45 ph	7038
<u>Repairman, Util. &amp; Maint.</u>					
Virgil Bodenhamer	Physical Plant	N.R. 490	5880	505	6060

#### V. THE CURRICULUM

Approval of the following to teach courses in the Graduate School:

##### Department of Art

Mr. Allan G. Blizzard, Ph.D., University of Iowa

##### Department of Business Education

Mr. Lyle Maxwell, Ed.D., University of Colorado

##### Department of Education

Mr. Raymond B. Fox, Ed.D., University of California

##### Department of English

Mr. C. Norton Coe, Ph.D., Yale University  
Mr. Howard H. Thompson, Ph.D., University of Pennsylvania

Department of Foreign Languages

Mr. Joseph Suhadolc, Ph.D., University of Venice, Italy

Department of History

Mr. J. Norman Parmer, Ph.D., Cornell University

Department of Home Economics

Miss Mary F. Reed, Ph.D., University of Illinois

Department of Journalism

Mr. Donald R. Grubb, Ed.D., University of Utah

Department of Library Science

Mr. Jon R. Ashton, Ph.D., University of Wisconsin

Mrs. Lavern A. Walther, Ed.D., Indiana University

Lorado Taft Field Campus

Mr. William M. Hammerman, Ed.D., University of Maryland

Department of Mathematics

Mr. Herbert A. Miller, Ph.D., Ohio State University

Mr. Frank C. DeSua, Ph.D., University of Pittsburgh

Department of Music

Mr. Bernhart G. Fred, Ph.D., Northwestern University

Mr. William E. Whybrew, Ph.D., Eastman School of Music

Department of Philosophy

Mr. Charles M. Myers, Ph.D., University of Michigan

Department of Psychology

Miss Ella M. Hanawalt, Ph.D., University of Michigan

Mr. A. Bond Woodruff, Ph.D., Ohio State University

Department of Social Sciences

Mr. Perry P. Chang, Ph.D., University of Washington

Mr. Babatunde A. Williams, Ph.D., University of Illinois

Department of Speech

Mr. Alvin Goldberg, Ph.D., Northwestern University

Mr. Willard Welsh, Ph.D., Stanford University

IX. MISCELLANEOUS

a) Purchasing

Office Equipment for Additional Staff

Bids are being secured on office equipment necessary for each new faculty position as shown in the Internal Budget for 1959-1960. Quotations call for approximately 25-35 desks, chairs, files and bookcases to be supplied as required by the departments. Bids are also being secured for office equipment necessary for each new clerk-stenographer. Quotations call for approximately 10 - 15 desks and chairs as needed. Each department's request will vary from \$300 to \$1,000 but the total purchase will not exceed \$15,000.

We should like to have permission from the board for the Advisory Committee to approve the bids when they are received. An estimated saving of 10% will be made by combining requirements and the equipment will be available for the new staff in September.

Equipment necessary because of additional enrollment

Two Hundred Fifty (250) Tablet Arm Chairs

Carroll Seating Co., Chicago	
Heywood Wakefield 3N3000TABS @ \$11.95 each	\$ 2,987.50 *
Allied School Equipment Co., Springfield	
Peabody #1285R @ \$12.88 each	3,220.00
American Seating Co., Broadview	
American Seating 543 @ \$13.75 each	3,437.50
Ogden School Equipment Co., Chicago	
Brunswick VTAC @ \$14.10 each	3,525.00
Brunswick TSC @ \$16.10 each	4,025.00

Payable from Building Maintenance, Equipment, General Revenue

Eighteen (18) double faced library book stacks (57') consisting of:

- 8 - ranges with seven sections to each range, 10" shelves, 7'6" high
- 8 - ranges with six sections to each range, 10" shelves, 7'6" high
- 2 - ranges, six sections in each range, 42" high

(If necessary, this shelving can later be moved into the new library addition)

Glove-Wernicke Co., Chicago	\$ 7,122.00 *
Gilbert A. Force Co., Chicago	7,323.00
Remington Rand Co., Chicago	8,272.50
Ogden School Equip. Co., Chicago	8,653.00

Payable from budgeted funds, Library, Equipment, General Revenue

Coal for the year 1959-1960 - Based on Requirements of 4,000 tons

	<u>Per Ton Price</u>	<u>BTU per penny</u>
Thompson Coal Co., DeKalb		
Peabody Energy Mine	\$ 8.98	28,741 *
Cortland - DeKalb Yards, DeKalb		
Will Scarlet Mine	9.33	27,443
United Electric Coal Co., Chicago	8.85	27,125
Cortland - DeKalb Yards, DeKalb		
Burning Star Mine	9.00	26,959
Freeman Coal Co., Chicago	9.43	26,698
Peabody Coal Co., St. Louis, Mo.		
Wilmington Mine	9.15	26,575
Wiseman Coal Co., DeKalb	9.98	25,622
Thompson Coal Co., DeKalb - Carmac Co.,		
Delta Mine	9.58	25,346

All quotations are F.O.B., Northern Illinois University

Payable from operating budget, Commodities, Heating Plant, General Revenue

Fuel Oil for the year 1959-1960

#5 Fuel Oil for DeKalb Campus - Estimated Requirements: 680,000 gallons

Lyons Oil Co., DeKalb	\$.0889 per gallon *
Grants Oil Co., DeKalb	.0894
Kelley-Williamson Oil Co., Rockford	.0894
Smith Oil Co., Rockford	.0919
Standard Oil Co., Chicago	.1006

#2 Fuel Oil for Oregon Campus - Estimated Requirements: 10,000 gallons

Sinclair Refining Co., Chicago	\$.1290 per gallon *
Smith Oil Co., Rockford	.1300
City Service Co., Mendota	.1300
Standard Oil Co., Chicago	.1350
Kelley-Williamson Oil Co., Rockford	.1350
Ogle Oil Co., Oregon	.1410

#2 Fuel Oil for DeKalb Campus - Estimated Requirements: 20,000 gallons

Sinclair Refining Co., Chicago	\$.1290 per gallon *
Kahle Oil Co., DeKalb	.1300
Smith Oil Co., Rockford	.1300
City Service Oil Co., Mendota	.1300
Kelley-Williamson Oil Co., Rockford	.1300
Lyons Oil Co., DeKalb	.1330
Standard Oil Co., Chicago	.1350
Barnes & Roberts Oil Co., Sycamore	.1400

All quotations are F.O.B., Northern Illinois University

Payable from respective operating budgets - commodities

\* Signifies low bid recommended.

All bids for the above purchases were solicited in accordance with approved purchasing regulations.

Leslie A. Holmes  
President



REPORT OF  
WESTERN ILLINOIS UNIVERSITY

July 20, 1959

I. STUDENTS

A. Enrollment, First Summer Term 1959

	Men & Boys	Women & Girls	Total	Total One Year Ago
1. <u>University (on campus)</u>				
Graduates	224	123	347	370
Seniors	169	165	334	417
Juniors	147	114	261	298
Sophomores	65	102	167	170
Freshmen	41	44	85	76
Special	6	6	12	0
Sub-Total	652	554	1206*	1331**
<u>Tours</u>				
Canadian Rockies-Pacific				
Northwest	2	23	25	
New England-Canadian				
Maritime Provinces	0	38	38	
'Round-the-World-RW1	2	16	18	
'Round-the-World-Southern				
Route	1	15	16	
Washington and United Nations				
Seminar	2	8	10	
Scandinavia and General				
Europe	3	25	28	
General European	3	28	31	
Sub-Total	13	153	166	118
<u>Workshops (Agriculture)</u>				
Aledo	3	19	22	
Mendon	4	15	19	
Galesburg	0	23	23	
Carlinville	1	23	24	
Sub-Total	8	80	88	8
<u>Workshop (non-credit)</u>				
Tailoring	0	32	32	
Sub-total (university students)	673	819	1492	1457
* 1,206 equated to full time: 1,164				
** 1,331 equated to full time: 1,308				
2. <u>Elementary</u>				
Campus School	184	199	383	378
Grand Total	857	1018	1875	1835

	Men & <u>Boys</u>	Women & <u>Girls</u>	<u>Total</u>	Total One Year <u>Ago</u>
3. Enrollment of veterans (included in foregoing)				
P.L. 16	2	0	2	4
P.L. 550	209	1	210	393
P.L. 634	0	1	1	1
Military Scholarships	<u>90</u>	<u>4</u>	<u>94</u>	<u>113</u>
	301	6	307	511

B. Scholarship Students, First Summer Term 1959

	<u>Student Activity and Registration Fees</u>	<u>Matriculation and Graduation Fees</u>
1. Teacher Education Scholarships	219	95
2. Military Scholarships	96	13

C. Graduates, June 1959

1. Master of Science in Education	28
2. Bachelor of Science in Education	283
3. Bachelor of Science	27

II. Faculty and Administration

A. Resignations

1. Dr. John P. Runden, Associate Professor of English, has submitted his resignation to become effective at the close of the Second Summer Term 1959 in order to accept a position at Paterson State College in New Jersey.
2. Mr. Melvin S. Lang, Instructor and Supervising Teacher of Mathematics, has submitted his resignation to become effective at the close of the First Summer Term 1959 in order to accept a position at the State Teachers College in Minot, North Dakota.

B. Leave of Absence

1. Mr. Leslie J. Van Etten, Assistant Professor of Agriculture, requests permission for leave of absence without salary for the months of January and February 1960. During this leave Mr. Van Etten plans to visit and study the activities of horticulture departments in various southern and western universities as well as gardens, parks, arboretums, and nurseries.

C. Changes in salary lists as approved by the Board on June 8, 1959

1. Add A. L. Fritschel, Professor of Education, for \$450 in June and \$255 in July.
2. Change R. W. Hanson, Associate Professor and Director of Athletics, to twelve months at \$920, or a total of \$11,040.
3. Change Karl W. Keyes, Instructor and Supervising Teacher of Business Education to \$300 for July and \$600 per month for 1959-60 or a total of \$5,400 for the academic year (instead of \$5,580).

4. Change Herman Koester, Jr., Executive Assistant in Education and Administration, from \$620 to \$700 per month for twelve months. This is to make an adjustment for a reduction of \$1,200 that was being paid to him via Dean Thisted's office out of federal funds, an arrangement which the administration altered as of July 1 last. This salary adjustment would have been included in the original recommendations had the situation been discovered by the administration prior to that time. This does not quite equal Mr. Koester's 1958-59 salary, but it does start the adjustment and he is in the same pay bracket as others with his qualifications. This is all the administration can recommend at this time.
5. Add Harry Mussatto, Instructor, for \$185 in August.
6. Change Nancy D. Neeley, Assistant Professor, from \$840 to \$630 for July.
7. Change June L. Sebree, Assistant Professor, to \$350 for July, \$700 for August, and \$700 per month for 1959-60, or a total of \$6,300 for the academic year (instead of \$6,480).
8. Remove Glen D. Shippy, Instructor, from July and August salary list (a reduction of \$900).
9. Change Grace M. Sproull, Professor, to nine months at \$1,000 per month, or a total of \$9,000 for the academic year, as per her request.
10. Change Lyndal Swofford, Assistant Professor and Head Librarian, to twelve months at \$920, or a total of \$11,040.
11. Mr. Gladwyn L. Barrett will replace J. W. Smith, resigned, in the Physics Department on a temporary basis for the second summer term. Mr. Barrett received the B.S. degree from Western and completed the requirements for the M.S. during the first summer term. He was employed as a graduate assistant in the department during the past year. He will be paid \$540 per month, or \$810 for the term.

D. Appointments (new positions listed in 6/8/59 Board Report and Internal Budget)

1. Dr. John R. Bergstrom will be employed as Associate Professor in the Department of Geography and Geology effective September 1, 1959 at \$780 per month. He received the A.B. degree from Union College and the M.A. and Ph. D. degrees from the University of Wyoming. His seven years of teaching experience includes two years at the University of Wyoming as graduate assistant and part-time instructor, one year as temporary instructor at the University of Connecticut, one year as temporary instructor at Williams College, and the past three years at the University of North Dakota. He also worked nine summers with petroleum companies and the North Dakota State Geological Survey. This is a one-year appointment.
2. Dr. Louis Joseph Cortes will be employed as Assistant Professor of Foreign Languages effective September 1959 at \$740 per month. He received the B.A., M.A., and Ph.D. degrees from the University of Colorado. He taught in the high school at Rock Ford, Colorado, for four years and since 1946 has been on the staff of the University of Colorado. This is a one-year appointment.
3. Dr. Ronald C. Gee will be employed as Associate Professor of Dramatics and Speech effective September 1959 at \$840 per month. Dr. Gee's degrees are: B.S., State Teachers College, Platteville, Wisconsin; M.S. and Ph.D., University of Wisconsin. He has been on the staff of the State University of Iowa since 1955. Also, he has taught at the University of Wisconsin and in the high school at Delavan, Wisconsin. This is a one-year appointment.

4. Dr. Rolf William Larson will be employed beginning August 1, 1959, as Professor of Education and Dean of the School of Education at \$1,000 per month. Dr. Larson received the B.S. degree from Central State Teachers College, Stevens Point, Wisconsin; M.A. from Northwestern University; and the Ph.D. from the University of Minnesota. He did post-doctoral study at U.C.L.A. the fall of 1956. Dr. Larson taught in the junior and senior high schools of Antigo, Wisconsin, for four years, served as graduate assistant and instructor at the University of Minnesota for two and one-half years, and has been on the staff at the University of Connecticut since 1950 where he has served as Professor of Educational Psychology, Director of Student Teaching, and Director of Pre-Service Teacher Education. This is a one-year appointment. (Position approved 10/21/58)
5. Mr. Richard C. Larson will be employed as Instructor of Agriculture and Farm Manager effective August 1, 1959, at a salary of \$680 per month.\* Mr. Larson holds the B. S. Degree from the University of Wisconsin and the M.S. from Michigan State University. He has had ten years of teaching experience in Michigan public schools. This is a one-year appointment.
6. Dr. Wesley S. Simons will be employed as Assistant Professor of Education, Counselor of Men, and Adviser to the Courier beginning August 1, 1959, at a salary of \$780 per month. Dr. Simons received the A. B. degree from Carthage College, the M.A. from the University of Michigan, and the Ed.D. from Michigan State University. He served as director of guidance services in the public schools of Whitehall, Michigan, for three years and taught one year in Monroe, Michigan. From 1954 to 1958 he was on the staff at Michigan State University where he was head resident adviser in a residence hall, taught in the graduate school, and served on the board of examiners. Since 1958 he has been associate director of the Presbyterian Guidance Program for the Division of Higher Education of the Presbyterian Church, U.S. This is a one-year appointment.

\* \$680 per month without housing or \$640 with housing.

#### E. Replacements

1. Mr. Charles Blossom will be employed as Instructor and Supervising Teacher of Music beginning September, 1959, at \$600 per month. Mr. Blossom's degrees are the B.M. and M.M. from the Cincinnati Conservatory of Music. In addition he has a diploma from the National Conservatory of Paris, France, where he studied violin in 1955-56. He taught three years in the public schools of Helena, Montana, and served as orchestra director for the Helena Symphony. From 1956 to 1959 he was string instructor at Northwestern State College of Natchitoches, Louisiana, and in the public schools of Natchitoches. He has also played with several symphony orchestras. This is a one-year appointment. Mr. Blossom is a replacement for James Poulos, resigned.
2. Mr. Ralph Carter will be employed as Instructor and Supervising Teacher of Foreign Languages effective September 1959 at \$600 per month. Mr. Carter received the B.A. from the University of Colorado, the M.A. from Middlebury College, and he has also studied at the University of Madrid. He will be assigned high school Spanish and Latin classes formerly taught by Miss Lenel and Miss Sproull, who are now assigned full loads on the university level, and a half-time assistant, Mrs. Adair. This is a one-year appointment.
3. Dr. Floyd W. Casey will be employed in the Department of English as an Assistant Professor at \$740 per month beginning September 1959. Dr. Casey's degrees are: B.A., Harding College; M.A. University of Missouri; Ph.D., University of Wisconsin. He comes to Western from Memphis State University where he has been on the staff since 1956. Prior to that he taught at the University of Wisconsin, Knox College,



West Virginia University, and the University of Maryland. This is a one-year appointment. Dr. Casey replaces John Runden, resigned.

4. Miss Jo Ann Robertson will be employed as Instructor in the Department of Physical Education for Women beginning September 1959 at \$600 per month. Miss Robertson received the Bachelor's degree from Southern Illinois University and is scheduled to receive the Master's degree, also from Southern, in August 1959. In addition she studied physical therapy for a year at the Mayo Clinic School of Medicine. She has taught two years in the public schools of Vienna, Illinois, and three years at Alton. She will replace J. Shiek and M. Wilson, each of whom was employed for half time work in 1958-59. This is a one-year appointment.
5. Dr. Render D. S. Tuan will be employed as Associate Professor of Physics effective September 1959 at \$860 per month as a replacement for J. W. Smith, resigned. Dr. Tuan received the B.S. degree from Shantung Christian University and the M.S. and Ed. D. from the University of Denver. He has also done post-doctoral study in electrical engineering. He has taught at the University of Shanghai, the Chinese Naval Academy, Tougallo College in Mississippi, and Indiana Technical College. He was employed one year as a physicist by the United States Testing Company.

#### F. List of Faculty and Graduate Assistants

After a conversation with Dr. Browne on June 26, we are suggesting the following revised list of Faculty and Graduate Assistants for 1959-60. This replaces the list submitted in our June 8, 1959 report to the Board.

<u>F a c u l t y A s s i s t a n t s</u>		Salary	Salary
<u>Name</u>	<u>Department</u>	<u>Per Mo.</u>	<u>Nine Months</u>
Gade, Dolores M.	LS - Home Economics	\$520	\$4,680
_____	LS - Kindergarten	220	1,980
_____	University Press	220	1,980
_____	LS - Men's P.E.	110	770 (7 mo.)
 <u>G r a d u a t e A s s i s t a n t s</u>			
_____	Biology	150	1,350
_____	Biology	150	1,350
_____	Chemistry	150	1,350
_____	English	150	1,350
_____	Guidance	150	1,350
_____	Guidance	150	1,350
_____	Mathematics	150	1,350
_____	Men's P.E.	150	1,350
_____	Men's P.E.	150	1,350
_____	Physics	150	1,350

### III. Other Employees

#### A. Resignations

1. Mrs. Wanda L. Manka, WCS-88, Clerk Typist II in the Office of Student Personnel Services, resigned effective June 30, 1959.
2. Miss Janice E. Driskell, WCS-56, Clerk Stenographer I in the Office of Admissions and Registrar, has submitted her resignation to become effective July 31, 1959.
3. Mrs. Carole J. Swanlund, WCS-109, Clerk Stenographer III in the President's Office, has submitted her resignation to become effective August 21, 1959.

## B. Lay-offs

The following employees were laid off on the dates indicated due to the fact that the Science Hall cafeteria and Grote Hall dining facilities, Seal Hall, and Grote Hall were closed for all or part of the summer:

Arliss Andresen, WCS-61, Cook, June 9, 1959  
Edith S. Leasman, WCS-63, Cook, June 13, 1959  
Lois M. Wade, WCS-19, Cook, June 13, 1959  
Irene D. Brewer, WCS-128, Maid, June 14, 1959  
Marguerite Chenoweth, WCS-130, Maid, June 14, 1959  
Vivian Roberts, WCS-25, Maid, June 14, 1959  
Alice M. Schleier, WCS-100, Assistant Residence Hall Director,  
June 14, 1959  
Helen C. Vail, WCS-137, Maid, June 14, 1959  
Ruth Hainline, WCS-86, Assistant Food Production Manager,  
June 27, 1959  
Olive G. George, WCS-119, Assistant Residence Hall Director,  
July 22, 1959

## C. Leaves of Absence

1. Mrs. Elizabeth W. Jones, WCS-10, Residence Hall Director, was granted leave of absence for the period June 8 to September 1, 1959 in order to take graduate work.
2. Mr. Dean Thompson, WCS-64, Janitor, who has been on sick leave will go on disability leave effective August 7, 1959.

## D. Appointments

1. Mrs. Alice J. Kutcher was employed as Clerk Typist II, WCS-88, at \$240 per month beginning June 8, 1959. She replaced W. Manka, resigned.
2. Miss Charlotte E. Ellerbrock was employed as Assistant Recorder, WCS-96, effective June 15, 1959 at \$290 per month. She replaces V. Borgert, resigned.
3. Mr. Carl B. Holstine was employed as temporary Groundsman beginning June 23, 1959 at \$290 per month for a period of not to exceed six months. This position was approved by the Board on April 20, 1959.

## E. Changes in Classification, Duties and/or Salaries

1. Permission is requested to create the position of Police Sergeant as of July 1, 1959 at a negotiated rate. This has been approved by Civil Service as the Security Office staff now consists of four officers and a clerical worker, and we believe it would be a better operated unit if one person were designated as the supervisor. We wish to recommend that Mr. Jack A. Frost be promoted to this position. He has qualified for this classification by passing the required test.
2. Mr. William J. Holmes, WCS-116, completed the eighteen-months apprenticeship period and his classification changed from Stationary Fireman Helper to Stationary Fireman as of July 2, 1959. Mr. Holmes qualified by passing the required Civil Service examination.
3. The Salary of Gervase R. DeHaven, Electrician, WCS-13, was increased to \$3.65 per hour effective July 5, 1959 to comply with the prevailing rate for this area.

## F. Classified employees (non-negotiated) for the twelve months beginning July 1, 1959 with salaries recommended by the President and the Business Manager:

1. To be paid from General Revenue

<u>Name</u>	<u>No.</u>	<u>Department or Office</u>	<u>Salary 1958-59</u>		<u>Salary 1959-60</u>	
			<u>Mo.</u>	<u>12 Mo.</u>	<u>Mo.</u>	<u>12 Mo.</u>
<u>Accounting Clerk II (\$300-400)</u>						
Phelps, Mary E.	85	Business	\$310	\$3,720	\$340	\$4,080
<u>Assistant Business Manager (\$475-800)</u>						
Campbell, Ralph E.	140	Business	600	7,200	635	7,620
<u>Internal Auditor (\$400-600)</u>						
		Business (N).			500	6,000
<u>Assistant Recorder (\$300-400)</u>						
Ellerbrock, Charlotte	96	Adm. & Registrar	290	3,480	325	3,900
<u>Assistant Residence Hall Director (\$250-425)</u>						
George, Olive c*	119	Seal Hall	400	4,800	410	4,920
Stoner, Mildred E.*	125	Bennett Hall	310	3,720	310	3,720
Schleier, Alice M.cç*	100	Grote Hall	250	3,000	250	3,000
<u>Assistant Tabulating Machine Supervisor (\$350-500)</u>						
Deatherage, Terry	118	Adm. & Registrar	325	3,900	375	4,500
<u>Bookkeeping Machine Operator II (\$275-350)</u>						
Barry, E. Luan	76	Business	305	3,660	325	3,900
<u>Cashier I (\$250-325)</u>						
Swisegood, M. Eleanor	48	Business	295	3,540	315	3,780
<u>Chief Clerk (\$350-500)</u>						
Bishop, Lucile O.	3	Placement	375	4,500	395	4,740
<u>Clerk Stenographer I (\$225-300)</u>						
Stone, Wanda I.	105	Ath. Director	225	2,700	245	2,940
Mills, Charlotte S.	124	Math.-Off-				
		Campus Supv.	225	2,700	240	2,880
Walton, Gloria M.	143	Gen.Plt.Supt.	230	2,760	240	2,880
Driskell, Janice E.	56	Adm. & Registrar	225	2,700	235	2,820
		Ag.&Bus. Ed. (N)			230	2,760
		Adm.&Reg. (N)			230	2,760
		Art & Music (N)			230	2,760
		Speech (N)			230	2,760
		Bus. Office (N)			230	2,760
		English (N)			230	2,760
		Placement (N)			230	2,760
		Science (N)			230	2,760
		Social Science (N)			230	2,760
<u>Clerk Stenographer II (\$250-325)</u>						
Shore, M. Joyce	81	Student Activities	280	3,360	300	3,600
Fricke, Vera K.	75	Student Personnel	250	3,000	270	3,240
Barrett, Donna E.	47	LS Principal	240	2,880	255	3,060
Barth, Mary J.	97	Audio-Visual	240	2,880	255	3,060
Chenoweth, Sharon	138	Pub.Services	235	2,820	255	3,060
Hilton, Carol Jean	57	Pub.Services	235	2,820	255	3,060
Huddleston, Julia	123	Guidance & Educ.	240	2,880	255	3,060
Rockwell, Naomi E.	139	Arts & Sciences	235	2,820	250	3,000
		Dean of Education			250	3,000
<u>Clerk Stenographer III (\$275-350)</u>						
Swanlund, Carole J.	109	President's Office	250	3,000	275	3,300

<u>Name</u>	<u>WCS No.</u>	<u>Department or Office</u>	<u>Salary 1958-59</u>		<u>Salary 1959-60</u>	
			<u>Mo.</u>	<u>12 Mo.</u>	<u>Mo.</u>	<u>12 Mo.</u>
<u>Clerk Typist I (\$200-275)</u>						
Wilson, Ethel M.	104	Business	240	2,880	255	3,060
Curtis, Mabel M.	103	Library	225	2,700	235	2,820
Fahnestock, Shirley	115	Business	220	2,640	235	2,820
Larner, Helen C.	142	Security	225	2,700	235	2,820
Chatterton, Pauline I.	106	Adm. & Registrar	220	2,640	230	2,760
Dean, Althea Rae	45	Duplicating	220	2,640	230	2,760
Eldridge, Alice F.	134	Adm. & Registrar	220	2,640	230	2,760
Hodgin, Mildred L.	122	Audio-Visual	220	2,640	230	2,760
<u>Clerk Typist II (\$225-300)</u>						
Kutcher, Alice J.	88	Student Personnel	240	2,880	250	3,000
<u>Health Service Nurse (\$300-400)</u>						
Thompson, Edithe N.	65	Health Service	365	4,380	375	4,500
		Health Service (N)			350	4,200
<u>Inventory Supervisor (\$325-450)</u>						
Newman, Polly A.	133	Business	300	3,600	325	3,900
<u>Mailing Service Supervisor (\$275-350)</u>						
Morris, Russell E.	141	Postal Service	320	3,840	345	4,140
Reno, Isabelle	101	Postal Service	270	3,240	280	3,360
<u>Medical Technologist I (\$275-350)</u>						
Ray, Wilma	117	Health Service	265	3,180	290	3,480
<u>Office Supervisor (\$400-600)</u>						
Grigsby, Edna E.	6	Business	540	6,480	575	6,900
<u>Residence Hall Director (\$375-550)</u>						
Abernathy, Dorothy P.*	114	Bennett Hall	450	5,400	460	5,520
Jones, M. Elizabeth*	10	Grote Hall	430	5,160	440	5,280
<u>Secretary, Administrative (S) (\$425-650)</u>						
Pogue, Jeanne G.	49	Business	500	6,000	535	6,420
<u>Secretary (S) (\$300-400)</u>						
Cary, Mary A.	99	Graduate	300	3,600	310	3,720
	50	Provost	300	3,600	300	3,600
<u>Supervisor of Buildings and Grounds (\$375-550)</u>						
Horrell, Fred R.	102	Phys. Plant	425	5,100	465	5,580
<u>Typing Clerk II (\$225-300)</u>						
Kimler, Norma T.	108	Business	250	3,000	270	3,240
<u>Women's Locker Room Attendant (\$200-275)</u>						
Banks, Susan F.	132	Women's PE	245	2,940	245	2,940



2. To be paid from Bond Revenue

<u>Name</u>	WCS	<u>Department or Office</u>	Salary 1958-59		Salary 1959-60	
	<u>No.</u>		<u>Mo.</u>	<u>12 Mo.</u>	<u>Mo.</u>	<u>12 Mo.</u>
<u>Assistant Fountain Supervisor (\$275-350)</u>						
Bliven, Charles N.	126	Snack Bar	\$275	\$3,300	\$285	\$3,420
<u>Fountain Supervisor (\$350-500)</u>						
Frowein, Harold L.	127	Snack Bar	420	5,040	440	5,280

- \* Half to be paid from General Revenue; half from Bond Revenue.  
 ¢ Lay-off to become effective 7/22/59.  
 ¢¢ On lay-off status as of 7/1/59  
 (N) New positions. Where Clerk Stenographers are not available, positions will be filled with Clerk Typists.

G. Classified employees (negotiated and crafts) for twelve months beginning July 1, 1959. The salaries where indicated for 1959-60 are according to union contracts and prevailing rates; where omitted, salaries are pending negotiations with the appropriate unions. The latter salaries will be reported when negotiations are completed.

1. To be paid from General Revenue

<u>Name</u>	<u>WCS No.</u>	<u>Department</u>	<u>Salary 1958-59</u>		<u>Salary 1959-60</u>	
			<u>Mo.</u>	<u>12 Mo.</u>	<u>Mo.</u>	<u>12 Mo.</u>
<u>Assistant Farmer</u>						
Phelps, Russell D.	111	Agriculture	\$285	\$3,420	—	—
Spring, George Wm.	26	Agriculture	285	3,420	—	—
<u>Automotive Mechanic</u>						
Waggoner, John D.	113	Transportation	350	4,200	—	—
<u>Carpenter</u>						
Hobart, John M.	82	Bldg. Main.	3.20 Hr.		3.20 Hr.	
Rezner, James W.	41	Bldg. Main.	3.20 Hr.		3.20 Hr.	
<u>Chief Plant Operating Engineer</u>						
Monninger, Carl B.	40	Heat. Plt.	560	6,720	600	7,200
<u>Driver</u>						
Bradshaw, William W.	4	Transportation	360	4,320	—	—
<u>Electrician</u>						
DeHaven, Gervase R.	13	Bldg. Main.	3.45 Hr.		3.45 Hr. (7/1-4)	
					3.65 Hr. (7/5)	
<u>Equipment Attendant</u>						
Harwick, Harold H.	22	Bldg. Main.	3.20	3,840	—	—
<u>Farm Foreman</u>						
Newman, Max E.	43	Agriculture	355	4,260	—	—
<u>Greenskeeper</u>						
Shryack, Lawson G.	59	Grounds	325	3,900	—	—
<u>Grounds Foreman</u>						
Beal, Willard W.	24	Grounds	365	4,380	—	—

NAME	WCS No.	Department	Salary 1958-59		Salary 1959-60	
			Mo.	12 Mo.	Mo.	12 Mo.
<u>Groundsman</u>						
Ash, Garland W.	12	Grounds	320	3,840	---	----
Grim, Robert	18	Grounds	320	3,840	---	---
Grover, Orville	51	Grounds	320	3,840	---	---
Hambly, William K.	36	Grounds	320	3,840	---	---
#Lowderman, R. L.	36	Grounds			---	---
Riden, Damond L.	55	Grounds	320	3,840	---	---
Walley, Lloyd G.	69	Grounds	320	3,840	---	---
		Grounds (N)			---	---
¢Holstine, Carl B.	Temp.	Grounds	290	1,740	---	(6)
	Temp.	Grounds	290	1,740	---	(4)
<u>Janitor</u>						
Atwater, Lloyd R.	2	Bldg. Main.	320	3,840	---	---
Bartlow, John T.	34	Bldg. Main.	320	3,840	---	---
Buckholz, Ray Fred	64	Bldg. Main.	290	(beg.5/18)	---	---
Butterfield, Cyril H.	8	Bldg. Main.	320	3,840	---	---
Cobb, Everett D.	28	Bldg. Main.	320	3,840	---	---
Douglas, Dick J.	60	Bldg. Main.	290	(beg.1/12)	---	---
Elam, William	15	Bldg. Main.	320	3,840	---	---
Fishburn, Fred L.	91	Bldg. Main.	320	3,840	---	---
Leftridge, Roy Lee	34	Bldg. Main.	320	3,840	---	---
McFadden, Lyle S.	89	Bldg. Main.	320	3,840	---	---
Macklin, Alex. F.	78	Bldg. Main.	320	3,840	---	---
Nash, Glenn, Jr.	87	Bldg. Main.	320	3,840	---	---
Purdum, Roma F.	112	Bldg. Main.	320	3,840	---	---
Rich, William Earl	98	Bldg. Main.	320	3,840	---	---
Settles, Howard	53	Bldg. Main.	290	(beg. 2/1)	---	---
Shifley, Howard	58	Bldg. Main.	320	3,840	---	---
##Thompson, Dean	64	Bldg. Main.	320	3,840	---	---
Wetzel, George G.	92	Bldg. Main.	320	3,840	---	---
		Bldg. Main. (N)			---	---
		Bldg. Main. (N)			---	---
		Bldg. Main. (N)			---	---
<u>Janitor Foreman</u>						
Jones, Roy L.	29	Bldg. Main.	355	4,260	---	---
<u>Janitress</u>						
Mason, Mary	37	Bldg. Main.	245	2,940	---	---
VeNard, Mary	67	Bldg. Main.	245	2,940	---	---
<u>Laundry Worker</u>						
Wear, Irene J.	70	Laundry	225	2,700	---	---
<u>Painter</u>						
Parkins, Rolland	62	Bldg. Main.	2.75 Hr.		2.75 Hr.	
<u>Plumber</u>						
Larson, Thomas V.	33	Bldg. Main.	3.50 Hr.		3.50 Hr.	
<u>Policeman</u>						
Baumgardner, Harvey W.	94	Security	335	4,020	---	---
Cale, Mervin F.	135	Security	335	4,020	---	---
%Graves, Earl	17	Security	335	4,020	---	---
		Security (N)			---	---
<u>Police Sergeant</u>						
Frost, Jack A.	95	Security	335	4,020	---	---
<u>Receiving Clerk</u>						
Allen, Harold	1	Bldg. Main.	320	3,840	---	---

<u>Name</u>	<u>No.</u>	<u>Department</u>	<u>Salary 1958-59</u>		<u>Salary 1959-60</u>	
			<u>Mo.</u>	<u>12 Mo.</u>	<u>Mo.</u>	<u>12 Mo.</u>
<u>Stationary Engineer</u>						
%Carson, Wm. Roy	9	Heat. Plant	490			
Locke, Ellis	35	Heat. Plant	490	5,880	505	6,060
Waller, Walter L.	9	Heat. Plant	490	5,880	505	6,060
<u>Stationary Fireman</u>						
Holmes, William J.	116	Heat. Plant		(beg. 7/2)	450	5,400
Inman, Clarence J.	27	Heat. Plant	435	5,220	450	5,400
Peterson, Kenneth M.	77	Heat. Plant	435	5,220	450	5,400
Thrasher, Robert E.	66	Heat. Plant	435	5,220	450	5,400
Wells, Glenn W.	71	Heat. Plant	435	5,220	450	5,400
<u>Stationary Fireman Helper</u>						
Holmes, William J.	116	Heat. Plant	410	4,920	425	(for 7/1 on
<u>Steamfitter</u>						
Smith, William L.	110	Heat. Plant	3.50 Hr.		3.50 Hr.	

# Disability through 8/31; retirement 9/1/59.

## Disability leave effective 8/7/59.

c Employed 6/23/59 for period not to exceed six months.

(N) New Position.

% Disability Leave.

## 2. To be paid from Auxiliary Enterprises

### Assistant Food Production Manager

cHainline, Ruth	86	Food Service	285	3,420	---	---
<u>Cook</u>						
cAndresen, Arliss L.	61	Food Service	190	2,280	---	---
Broyles, Clara M.	5	Food Service	230	2,760	---	---
Horrell, Marie L.	72	Food Service	230	2,760	---	---
#Hillyer, Mary F.	19	Food Service	215		---	---
cLeasman, Edith S.	63	Food Service	215	2,580	---	---
Miller, Roberta D.	39	Food Service	230	2,760	---	---
Rhodes, Nellie Mae	54	Food Service	230	2,760	---	---
Purdum, Nell R.	52	Food Service	230	2,760	---	---
cWade, Lois M.	19	Food Service	205	2,460	---	---

# On leave of absence

c On lay-off status as of 7/1/59

## 3. To be paid from Bond Revenue

### Fountain Attendant

cWaddell, Marilyn J.	136	Snack Bar	190			
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### Janitor

Buntin, Henry S.	90	Residence Hall	320	3,840	---	---
Learned, Alfred V.	120	Residence Hall	320	3,840	---	---
Monninger, Hilbert M.	121	Residence Hall	320	3,840	---	---
#Nelson, Charles	42	Residence Hall	320	3,840	---	---
	42	Residence Hall	320	3,840	---	---

### Laundry Worker

Kipling, Eunice F.	32	Laundry	225	2,700	---	---
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### Maid

cBrewer, Irene D.	128	Residence Hall	220	2,640	---	---
cChenoweth, Marguerite	130	Residence Hall	220	2,640	---	---
Hall, Iva M.	20	Residence Hall	220	2,640	---	---

<u>Name</u>	<u>WCS</u>	<u>Department</u>	<u>Salary 1958-59</u>		<u>Salary 1959-60</u>	
	<u>No.</u>		<u>Mo.</u>	<u>12 Mo.</u>	<u>Mo.</u>	<u>12 Mo.</u>
<u>Maid (Continued)</u>						
Miller, Lois Adella	84	Residence Hall	220	2,640	—	—
Prichard, Hazel L.	80	Residence Hall	220	2,640	—	—
Reeves, Geraldine L.	129	Residence Hall	220	2,640	—	—
çRoberts, Vivian M.	25	Residence Hall	220	2,640	—	—
Shryack, Margie B.	93	Residence Hall	220	2,640	—	—
Smith, Vearl W.	131	Residence Hall	220	2,640	—	—
çVail, Helen Casalene	137	Residence Hall	220	2,640	—	—

# Disability Leave  
 c On lay-off status as of 7/1/59.

#### IV. Organization

##### A. Calendar

When Western's calendar for the 1959-60 year was submitted for approval, the dates of the closing of the Spring Quarter and the Fifty-eighth Annual Commencement were indicated as being subject to change. We respectfully request the Board's approval of these two dates as follows:

Fifty-eighth Annual Commencement	May 29, 1960
Spring Quarter closes	June 3, 1960

#### VIII. Student Activities

##### A. Counseling Program

The Student Personnel Services Division at Western has designed a new residence hall counseling program, headed by persons trained in counseling and guidance. This program will include head resident counselors, graduate assistants majoring in counseling and guidance, and one mature undergraduate appointee for each fifty resident students. These counselors will be responsible for setting the academic tone of the halls, for enforcing rules and regulations, for general supervision, for personal counseling, and for providing a general environment which will make effective college work possible. This program, including a pre-training workshop and periodic meetings, will be under the general direction of the Dean of Student Personnel Services.

#### IX. Miscellaneous

##### A. Matching Funds for National Defense Loan

We request the Teachers College Board to grant authority to Western Illinois University to use \$3,040, or one-ninth of the recent National Defense Loan contribution, from our agency account, Graduation Fees, which at the present time has a balance of \$5,061.44.

##### B. Automobile Replacements

Permission is requested to advertise for bids for the replacement of two passenger cars and one station wagon. All vehicles have in excess of 75,000 mileage. Funds are available for these replacements.

##### C. Annual Service Agreements

Bids were received as follows on the annual service agreement for all office machines, including those used for educational purposes, for the period July 1, 1959 to June 30, 1960:



R. E. Stuart Office Equipment Co., Macomb	\$ 3,585.25	
Less 2%	<u>71.71</u>	\$ 3,513.54
Dunsworths Book & Stationers, Macomb		3,945.00
Kutcher Business Machines, Macomb		No reply

This item was advertised in the Dixon Evening Telegraph.

It is recommended that the low bid of R. E. Stuart Office Equipment Co., be accepted. This will be paid from General Revenue-Contractual Services as provided in the Internal Budget.

#### D. Purchases of Receipting and Cash Control Machine

Bids were received as listed for the following:

Receipting and cash control machine to be used at cashier's window for recording all cash receipts per specifications:

Capacity-record and total of \$999,999.99

18 distribution and accumulation registers; up to 99 account number designations to be used with any of 18 registers

Accumulate and provide totals, for all cash receipts--by funds, as well as total cash

Provide continuous, locked-in audit tape with record of each transaction and totals taken, accessible for notations during the day

Validate various media, including: Two IBM punch cards simultaneously.

Bills 8"x3 11/16" in triplicate-NCR paper. Receipts 4 1/2"x6"; NCR paper or carbon interleave 2 or 3 copies.

Provide totals on daily report form by funds and grand total and accumulated totals, month to date by funds and total cash.

National Cash Register Co., Galesburg	\$ 3,195	Del. 30 days
National Cash Register Co., Decatur	3,195	Del. 120 days
National Cash Register Co., Peoria		Incomplete bid

This was advertised in the Dixon Evening Telegraph

It is recommended that the purchase be made from the National Cash Register Co., Galesburg. This expenditure will be made from General Revenue-Equipment as provided in the internal budget for the Business Office.

#### E. Non-Credit Courses

It is recommended that the University be authorized to establish rates for non-credit courses and that for the next year this be established at the rate of seventy-five cents per student class hour. This is a standard practice among institutions that offer non-credit course programs, and it will practically make this type of program, which is offered for the general adult population, a self-supporting program.

#### F. Food Service Contract

The administration has been involved in a long-time study of food services at Western and a new contract has been negotiated with the present food service organization, i.e., Saga Food Service of Illinois, Inc. This represents a replacement of the prior two contracts and is a substantial improvement for Western without any diminution in the quality and quantity of the food services. In fact, the contract alone will probably save the University many thousands of dollars and yet produce a superior food service. This is the type of service for which competitive bidding is practically impossible although the service was discussed with a number of food service organizations. We recommend approval of the proposed contract to become effective July 20, 1959.

A. L. Knoblauch  
President

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD  
Conrad Hilton Hotel  
Chicago, Illinois

July 20, 1959

The regularly scheduled meeting of the Teachers College Board convened at 9:00 A.M., on Monday, July 20, 1959, in Parlor 2, Conrad Hilton Hotel, Chicago, Illinois, due notice of which meeting was sent to each and every member of the Board and which notice was duly acknowledged by each of them. Mr. Royal A. Stipes, Vice-Chairman of the Board, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Vice-Chairman	Mrs. Harriet Lowden Madlener
Mr. Alexander Summers, Secretary	Mr. Clarence Ropp
Mr. Carl Dunbar	Mr. Chauncey B. Watson
Mr. Vernon L. Heath	Mr. George T. Wilkins

The following members were absent:

Mr. Lewis M. Walker, Chairman  
Mr. Morton H. Hollingsworth  
Mr. William E. Reed

Also present were the following:

Dr. Leslie A. Holmes, President  
Mr. Z. H. Dorland, Director of Business Services  
Northern Illinois University

Dr. Robert G. Bone, President  
Dr. Arthur Larsen, Vice-President  
Mr. Preston Ensign, Business Manager  
Illinois State Normal University

Dr. Quincy Doudna, President  
Mr. R. R. Gregg, Business Manager  
Eastern Illinois University

Dr. Earl Foreman, Provost  
Mr. J. M. Grigsby, Business Manager  
Western Illinois University

Dr. Richard G. Browne, Executive Officer  
Mr. Richard F. Dunn, Legal Counsel  
Mr. Arthur Samooore, Supervising Accountant  
Teachers College Board - Central Office

Mr. William P. Froom, the Board's appointee; Mr. Dave Haake, of the Bloomington Pantagraph; and Mr. O. T. Banton, of the Lindsay-Schaub Newspapers, Decatur, were also present representing newspaper coverage of this meeting.

Mr. Stipes announced that Mr. Walker is much improved.

Mrs. Madlener moved approval of the minutes of the meeting of June 8, 1959. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent (Temporarily)	

The motion was unanimously carried.

#### REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 77 as Executive Officer of the Board, which consisted of four parts: Part I, Out-of-State Travel, 1958-59; Part II, Automobile Use; Part III, Legislation in the 71st General Assembly; Part IV, Miscellaneous.

In Part III, Legislation, Dr. Browne called attention to Senate Bill 277, approved by the Governor, which provides additional legislative scholarships that may be used at Southern or any of the colleges under the Teachers College Board.

In Part IV, Dr. Browne recommended that salary for Miss Denysia Bastas be \$400.00 per month.

Mr. Watson moved acceptance of Report No. 77 of the Executive Officer, as presented by Dr. Browne. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

After some discussion of the report on out-of-state travel as given by Dr. Browne, Mr. Summers moved that the Council of Presidents consider the out-of-state travel plan now used by Illinois State Normal University which provides reimbursement for only a portion of the cost of the trip, and report its findings at the October meeting. Mr. Ropp seconded the motion and it was unanimously carried.

Mr. Stipes stated that the internal budgets of the four colleges had been carefully considered by the Finance Committee, and that they were in excellent shape needing only slight modification. Dr. Browne reported in regard to Western's budget that of the new academic positions listed, Dr. Foreman had agreed that only eighteen would be filled this year.

Mr. Dunbar moved acceptance of the internal budgets for Eastern, Normal, and Northern as presented, and for Western as revised. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes asked the Presidents to consider methods of keeping records of the new legislative scholarships. He recommended that as a matter of courtesy the individual schools notify the legislator who awarded the scholarship when such

scholarship is presented and particularly be sure the legislator is informed when the student drops out of school, leaving an unused portion of a scholarship.

Mr. Stipes stated that Mr. Walker had made some changes in committee appointments. Following is the list of committees:

<u>Finance</u>	<u>Policy and Procedure</u>
Mr. Stipes, Chairman	Mr. Ropp, Chairman
Mr. Dunbar	Mr. Reed
Mr. Hollingsworth	Mr. Watson
Mr. Heath	Mr. Wilkins
<u>Graduate and General Curriculum</u>	<u>Buildings and Grounds</u>
Mr. Reed, Chairman	Mr. Summers, Chairman (Eastern)
Mrs. Madlener	Mr. Dunbar (Western)
Mr. Wilkins	Mr. Ropp (Normal)
	Mr. Watson (Northern)
<u>Salary Schedule and Personnel</u>	<u>Board Meetings</u>
Mr. Dunbar, Chairman	Mrs. Madlener, Chairman
Mrs. Madlener	Mr. Reed
Mr. Stipes	Mr. Hollingsworth
<u>University Retirement Board</u>	<u>University Merit Board</u>
Mr. Stipes	Mr. Summers
<u>Commission of Higher Education</u>	
Mr. Stipes	

#### Advisory Committees

<u>Illinois State Normal University</u>	<u>Eastern Illinois University</u>
Mr. Ropp, Chairman	Mr. Summers, Chairman
Mr. Wilkins	Mr. Heath
Mr. Walker	Mr. Stipes
<u>Western Illinois University</u>	<u>Northern Illinois University</u>
Mr. Dunbar, Chairman	Mr. Watson, Chairman
Mr. Hollingsworth	Mr. Reed
Mr. Walker	Mrs. Madlener

Mr. Watson stated that he felt there should be a Board member from the northern part of the state on the Finance Committee. Mr. Stipes said he would report this to the Chairman, Mr. Walker.

Mr. Stipes commented on the bills affecting the retirement system of Illinois, approved by the Governor. Representatives of the schools expressed appreciation to Mr. Stipes for his work in helping to get these amendments enacted.

#### QUARTERLY REPORTS OF PRESIDENTS

##### Northern Illinois University

Dr. Holmes presented the Quarterly Report for Northern Illinois University.

Mrs. Madlener moved approval of the report for Northern Illinois University as presented by Dr. Holmes. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Absent (Temp.)
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	



The motion was unanimously carried.

#### Illinois State Normal University

Dr. Bone presented the report for Illinois State Normal University with additions and corrections.

Mr. Ropp moved approval of the report for Illinois State Normal University with corrections and additions as presented by Dr. Bone. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Absent (Temp.)
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### Eastern Illinois University

Dr. Doudna presented the Quarterly Report for Eastern Illinois University and read a letter from Dr. R. G. Buzzard requesting retirement.

Mr. Summers moved that the Teachers College Board approve retirement as of August 15, 1959, for Dr. R. G. Buzzard, and that Dr. Buzzard be given the title, "President Emeritus." Mr. Dunbar seconded the motion and it was unanimously carried.

Mr. Summers moved approval of the report for Eastern Illinois University as presented by Dr. Doudna. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### Western Illinois University

Dr. Foreman, Provost, presented the report for Western Illinois University with additions and corrections.

Mr. Dunbar moved approval of the report for Western Illinois University with additions and corrections as presented by Dr. Foreman. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes referred to Western's statement on Services of the University Health Center and said he thought this was a very good statement. He suggested that the Policy Committee study this matter.

Mr. Dunn presented the following Resolution which was read by the Secretary:

SUPPLEMENTAL RESOLUTION redefining the Project to be financed from an issue of \$206,000 Student Family Apartments Revenue Bonds, Series of 1957, of the Teachers College Board of the State of Illinois for Western Illinois University at Macomb, Illinois.

WHEREAS, the Teachers College Board of the State of Illinois for Western Illinois University at Macomb, Illinois, by Resolution adopted May 19, 1958, created an issue of \$206,000 Student Family Apartments Revenue Bonds, Series of 1957, of the Teachers College Board of the State of Illinois for Western Illinois University at Macomb, Illinois, and awarded the sale thereof to the United States of America, Housing and Home Finance Agency; and

WHEREAS, said Resolution of May 19, 1958, defined the Project to be financed from said bonds to be three apartment buildings containing 24 efficiency and 8 one-bedroom living units to provide housing and necessary appurtenant facilities for approximately 32 student families at an estimated cost of \$206,000; and

WHEREAS, the United States of America, Housing and Home Finance Agency, has agreed with the Teachers College Board for the construction of 32 one-bedroom living units, instead of the said 24 efficiency and 8 one-bedroom living units, at an estimated cost of \$259,000, and the Teachers College Board has adequate funds on hand in the amount of \$53,000 to provide the moneys necessary, together with the proceeds of said bonds, to pay the revised estimated cost of construction thereof.

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Teachers College Board of the State of Illinois for Western Illinois University at Macomb, Illinois, as follows:

Section 1. That the Project to be financed in part from the proceeds of \$206,000 Student Family Apartments Revenue Bonds, Series of 1957, of the Teachers College Board of the State of Illinois for Western Illinois University at Macomb, Illinois, as described in said Resolution adopted May 19, 1958, creating the issue of said bonds, is hereby redefined to consist of 32 one-bedroom living units in lieu of 24 efficiency and 8 one-bedroom living units, and the estimated cost of said Project is determined to be \$259,000 instead of \$206,000 as further recited in said Resolution.

Section 2. That the sum of \$53,000 now on hand and legally available therefor shall be deposited in the Construction Account created in Section 11 of said Resolution adopted May 19, 1958, as aforesaid, to be used and held for use solely to complete the construction of said Project; provided, that all moneys remaining in said Construction Account after all costs of the Project have been paid, but not more than \$53,000, shall be returned to the Teachers College Board and all funds thereafter remaining shall be paid into the Bond Account as required by Section 13 of said Resolution adopted May 19, 1958, as aforesaid.

Section 3. That except as hereinabove mentioned in Sections 1 and 2 of this Resolution, all of the terms and provisions of the said Resolution adopted May 19, 1958, creating the said issue of bonds and providing for the security and payment thereof and providing for the application of the proceeds received at the delivery and payment thereof are each hereby in all respects ratified, approved and confirmed.

Section 4. That this Resolution shall become effective immediately upon its adoption.

Adopted and approved this                      day of June, 1959.

Attest:

---

Secretary

Mr. Dunbar moved the adoption of the Resolution as read. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The Vice-Chairman declared the motion unanimously carried and the Resolution duly adopted.

Mr. Dunn then presented the following Resolution which was read by the Secretary:

WHEREAS the plans for the construction of Student Family Apartment Buildings on the Campus of Western Illinois University at Macomb, Illinois, have been revised as recited in

Supplemental Resolution redefining the Project to be financed from an issue of \$206,000 Student Family Apartments Revenue Bonds, Series of 1957, of the Teachers College Board of the State of Illinois for Western Illinois University at Macomb, Illinois.

as adopted at this meeting, and,

WHEREAS the change in said plans makes it advisable to revise the rental charges for said apartments as originally established in resolution entitled:

Resolution establishing charges for the use of and for the service supplied by the new apartment buildings to be constructed on the Campus of Western Illinois University at Macomb, Illinois.

as adopted by this Board the 23rd of June 1958 at Normal, Illinois, now therefore,

BE IT RESOLVED by the Teachers College Board of the State of Illinois, for Western Illinois University at Macomb, Illinois, that Section 1 of said resolution so adopted by this Board the 28th of June 1958 be and the same is hereby amended to read as follows:

Section 1. That there shall be and are hereby established the following charges for the use of and for the service supplied by the new three (3) apartment buildings to be constructed on the Campus of Western Illinois University at Macomb, Illinois, and designated as Housing and Home Finance Agency Project No. Ill. 11-CH-61(D):

\$50.00 per month for each apartment;

to be payable not less than one month in advance and the Business Manager of said Western Illinois University at Macomb, Illinois, shall collect all moneys due under the provision hereof.

Be it further resolved that said Resolution as heretofore adopted on the 23rd

day of June, 1958, at a meeting of this Board at Normal, Illinois, be and the same is declared in full force and effect except as above amended.

Mr. Dunbar moved the adoption of the Resolution as read. Mr. Watson seconded the motion, roll was called, and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The Vice-Chairman declared the motion unanimously carried and the Resolution duly adopted.

Mr. Dunn then presented the following Resolution which was read by the Secretary:

RESOLUTION CONCERNING COSTS OF HEAT, ELECTRICITY  
AND GAS SERVICE TO BE SUPPLIED FOR THE STUDENT  
FAMILY APARTMENTS TO BE CONSTRUCTED ON THE CAMPUS  
OF WESTERN ILLINOIS UNIVERSITY AT MACOMB, ILLINOIS

WHEREAS, the Teachers College Board of the State of Illinois for Western Illinois University at Macomb, Illinois, has by resolution adopted the 19th day of May, 1958, and by supplemental resolution adopted the 20th day of July, 1959, provided for an issue of \$206,000 Student Family Apartment revenue bonds of 1957 to provide funds to construct three apartment buildings to provide housing and necessary appurtenant facilities for approximately 32 married student families, completely equipped and furnished to provide adequate housing facilities for the occupants therein and for said University upon a part of the campus thereof, and

WHEREAS, at a meeting of said Board the 23rd day of June, 1958, a certain resolution was adopted entitled:

RESOLUTION ESTABLISHING CHARGES FOR THE USE OF  
AND FOR THE SERVICE SUPPLIED BY THE NEW APART-  
MENT BUILDINGS TO BE CONSTRUCTED ON THE CAMPUS  
OF WESTERN ILLINOIS UNIVERSITY AT MACOMB, ILLINOIS,

and

WHEREAS, in addition to the charges aforesaid, the tenants in said apartment buildings and each and every apartment thereof are required to pay in addition to the rentals fixed in the above entitled resolution the costs of heat, electricity and gas, NOW, THEREFORE,

BE IT RESOLVED by the Teachers College Board for the State of Illinois for Western Illinois University at Macomb, Illinois, that in addition to collecting from the tenants of the said apartment buildings the rental charges fixed in the resolution adopted by this Board the 23rd of June, 1958, as amended by said Board the 20th of July, 1959, copies of which have been or are being filed with the Housing and Home Finance Agency of the United States Government that there shall be collected from such tenants the costs of heat, electricity and gas, and that the costs of such heat, electricity and gas shall be collected from the said tenants at the same time that the regular monthly rental heretofore established is collected.

Mr. Dunbar moved the adoption of the Resolution as read. Mr. Watson seconded the motion, roll was called and the vote was as follows:



Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The Vice-Chairman declared the motion unanimously carried and the Resolution duly adopted.

Mr. Dunn presented a request from Central Illinois Public Service Co., for an easement for right-of-way across the campus at Eastern Illinois University, and read the following resolution:

#### RIGHT OF WAY GRANT

KNOW ALL MEN BY THESE PRESENTS:

That the Grantor, the Teachers College Board of the State of Illinois for Eastern Illinois University, of the City of Charleston, Coles County, Illinois, in consideration of the sum of ONE DOLLAR (\$1.00) in hand paid by the Central Illinois Public Service Company, the Grantee herein, receipt whereof is hereby acknowledged, hereby grants to the said Grantee, its successors or assigns, the right to construct, operate, patrol and maintain an underground transmission line, including necessary manholes, fixtures and accessories, in and through the land hereinafter described, for the transmission of electrical energy and communication, such line to form a part of an electrical transmission and telephone system to be owned and operated by the said Grantee, its successors, or assigns, extending from the land owned by the said Grantee and the structures thereon in Coles County, Illinois, to other lands and structures located beyond the land hereinafter described, and also to remove or trim all brush and trees on the right of way where the said underground transmission line is to be constructed, together with the right of access to the said land. Any damage to any property of the Grantor, its assigns or tenants, caused by the employees of the Grantee, its successor or assigns, shall be promptly paid by the said Grantee, its successors or assigns. The land of the Grantor in and through which this grant is given and the location of the line to be constructed thereon, are described as follows:

Blocks Numbered Six (Blk.#6), Seven (Blk.#7) and Eight (Blk.#8) in College Heights Addition to the City of Charleston, Coles County, Illinois. Also a tract of land described as follows:

Beginning at a point which is One Hundred Fifty Two and Three Tenths Rods (152.3 Rd.) South of the Northwest Corner (N.W.Cor.) of the Southwest Quarter (SW $\frac{1}{4}$ ) of Section Fourteen (Sec.14), in Township Twelve North (T.12 N.), Range Nine East (R.9.E.) of the Third Principal Meridian (3rd P.M.), Coles County, Illinois; Thence measure South Five Hundred Twenty Eight Feet (528'); Thence measure East Four Hundred Fifty Eight Feet (458'); Thence measure North Five Hundred Thirty Four Feet (534'); Thence measure West Four Hundred Fifty Eight Feet (458') to the place of beginning, containing Five and One Half Acres (5 $\frac{1}{2}$  Ac.) more or less and being a part of Section Fourteen (Sec.14) and Twenty Three (Sec. 23) in Township Twelve North (T.12.N.), Range Nine East (R.9.E.) of the Third Principal Meridian (3rd P.M.), Coles County, Illinois.

The said line to be located as follows: Beginning at a point which is in the East line of the above described property and approximately thirty feet (30') North of the South line of the said property; Thence extending in a Southwesterly direction to the Southwest Corner (S.W.Cor.) of the said above described property.

This easement shall not be used for any other purpose than herein set forth and

shall not be assignable except for the purpose of maintaining the service for which the easement is granted. Upon abandonment of the service to said University for which this easement is granted the easement shall thereupon cease and determine and Grantee herein shall remove all equipment thereon and restore ground surface to its original condition.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 1959.

TEACHERS COLLEGE BOARD OF THE STATE OF  
ILLINOIS FOR EASTERN ILLINOIS UNIVERSITY

By \_\_\_\_\_  
Vice-Chairman

ATTEST:

\_\_\_\_\_  
Secretary

STATE OF ILLINOIS )  
COUNTY OF McLEAN ) SS.

I, the undersigned, a Notary Public in and for the state and county afore-said, do hereby certify that Royal A. Stipes, personally known to me to be the Vice-Chairman of the Teachers College Board of the State of Illinois for Eastern Illinois University, and Alexander Summers, personally known to me to be the Secretary of said Board whose names are subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that as such Vice-Chairman and Secretary, they signed and delivered the said instrument of writing as Vice-Chairman and Secretary of said Board and caused the seal of said Board to be affixed thereto pursuant to authority given by the said Teachers College Board of the State of Illinois for Eastern Illinois University as their free and voluntary act, and as the free and voluntary act and deed of the said Board, for the uses and purposes therein set forth.

Given under my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 1959.

\_\_\_\_\_  
Notary Public

Mrs. Madlener moved the adoption of the foregoing resolution. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunn presented a resolution for an easement grant to Illinois Power Co., for sub-station on the campus at Illinois State Normal University. The resolution is as follows:

#### EASEMENT GRANT

KNOW ALL MEN BY THESE PRESENTS, That the Grantor, the Teachers College Board of the State of Illinois for Illinois State Normal University of Normal, Illinois, in consideration of the sum of ONE DOLLAR (\$1.00) and benefits to be received by the Grantor pursuant to the electrical installation to be made on the easements hereby granted, hereby grants to Illinois Power Company, an Illinois corporation, the Grantee herein, its successors or assigns, easements on the following described parcels of real estate for the purposes hereinafter set forth, said parcels of real

estate being as shown on the attached plat made by Farnsworth & Wylie, land surveyors of Bloomington, Illinois, and being described as follows:

SubStation Site: A part of the west  $\frac{1}{2}$  of Section 28, Township 24 North Range 2 east of the 3rd Principal Meridian described as follows:

Beginning at the southwest corner of the existing heating plant which point is 226.9 feet south of the south property line of Mulberry Street and 115.3 feet east of the west line extended north of University Street as platted in the 3rd addition to the town of Normal, thence east 80 feet along the south line of said heating plant and its extension to a point which is 225.4 feet south of the south property line of Mulberry Street, thence south 38 feet to a point which is 195.13 feet east of the said west line of University Street extended, thence west 80 feet along a line parallel to the south line of said heating plant, thence north 38 feet to the point of beginning.

Easement No. 1: Easement for location of Underground Power Line, Manholes and Appurtenances.

A part of the west  $\frac{1}{2}$  of Section 28, Township 24 North, Range 2 east of the 3rd Principal Meridian described as follows:

A strip of land 12.9 feet in width lying east of the back of the east curb line of University Street and abutting thereto and extending from the south property line of Mulberry Street a distance of 226.9 feet south therefrom. The west line of this easement at the south end is 47.5 feet east of the west line of University Street extended north as said west line is platted in the 3rd Addition to the Town of Normal and 48.5 feet east of the said west line at the north end of the easement.

Easement No. 2: Easement for Access to SubStation Site and for the Construction of an Underground Power Line, Manholes and Appurtenances.

A part of the west  $\frac{1}{2}$  of Section 28, Township 24 North, Range 2 East of the 3rd Principal Meridian described as follows:

Beginning at a point on the back of the east curb line of University Street, which point is 226.9 feet south of the south property line of Mulberry Street and which point is also 47.5 feet east of the west line of University Street extended north as said west line is platted in the 3rd Addition to the Town of Normal, thence east 67.8 feet along a line parallel to the south line of Mulberry Street, thence south 38 feet along a line parallel to the back of the said east curb, thence west 67.8 feet along a line parallel to the south line of Mulberry Street to a point on the back of the east curb line of University Street, which point is 47.33 feet east of the said west line of University Street extended, thence north 38 feet along the back of said east curb to the point of beginning.

The purposes for which the said easements are granted are:

SubStation Site - To thereon construct, install, operate, inspect and maintain, at Grantee's expense, electrical sub-station with all necessary equipment and accessories for the purpose of furnishing to said University and other users in nearby areas, adequate electric service. No part of such installation shall exceed 16 feet in height above the normal and present ground level and the supply wires leading to this installation shall be brought to the site below the surface of the ground through installations by Grantee, easements numbered 1 and 2 as hereinafter described. Included in the equipment to be installed at Grantee's expense there shall be one or more fused manually operated load breaker switch or switches rated 15 KV, 600 amperes (as circumstances may require).



Easements No. 1 and 2 - To construct, install, operate, inspect and maintain at Grantee's expense, an underground power line with necessary manholes, equipment and appurtenances to bring adequate electrical power supply for use of Illinois State Normal University and other users in nearby areas to the substation site above described.

The exact line of the installation over or through easement No. 2 will have to be determined by actual construction thereof in order to avoid other utilities or service installations which may already be in place and when thus determined a plat showing this exact location shall be furnished by Grantee to be attached to this grant.

Grantee shall properly fence and landscape the substation area granted herein and access to the area within the fence shall be through a locked gate. The lock on this gate shall be so arranged as to permit the installation of two locks, one for the Grantor and one for Grantee so that the operation of either lock will permit access to the area.

It is understood and agreed that the University shall be responsible for the acts of its employees while upon or about the substation site and that the Power Company shall be responsible for the acts of its employees while upon or about the substation site.

In order to make the substation site above described available it is necessary to move a presently existing building used by Grantor for garage purposes and by acceptance of this grant Grantee agrees, at its expense, to move said building to a different location on the property or campus of the University, to be designated by the business office of the University, but not to exceed a distance of one-half mile from its present location.

This easement shall not be used for any other purpose than herein set forth and shall not be assignable except for the purpose of maintaining the service for which the easement is granted. Upon abandonment of the service to said University for which this easement is granted the easement shall thereupon cease and determine and Grantee herein shall remove all equipment thereon and restore ground surface to its original condition.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ A.D. 1959.

TEACHERS COLLEGE BOARD OF THE STATE OF  
ILLINOIS FOR ILLINOIS STATE NORMAL  
UNIVERSITY

By \_\_\_\_\_  
Vice-Chairman

ATTEST:

\_\_\_\_\_  
Secretary

STATE OF ILLINOIS )  
COUNTY OF McLEAN ) SS.

I, the undersigned, a Notary Public in and for the state and county aforesaid, do hereby certify that Royal A. Stipes, personally known to me to be the Vice-Chairman of the Teachers College Board of the State of Illinois for Illinois State Normal University, and Alexander Summers, personally known to me to be the Secretary of said Board, whose names are subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that as such Vice-Chairman and Secretary they signed and delivered the said instrument of writing as Vice-Chairman and Secretary of said Board, and caused the seal of said Board to be affixed thereto pursuant to authority given by the Teachers College Board of the State of Illinois for Illinois State Normal University, as their free and voluntary act, and as the free and voluntary act and deed of said Board, for the uses and purposes therein set forth.



Given under my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_,  
A.D. 1959.

\_\_\_\_\_  
Notary Public

Bloomington, Illinois  
\_\_\_\_\_, 1959.

By virtue of the authority of the Board of Directors of Illinois Power Co., an Illinois Corporation, the above Easement Grant is hereby accepted for and on behalf of said Company by the undersigned officers, being \_\_\_\_\_, President, and \_\_\_\_\_, Secretary, of the Grantee named in the above easement.

ILLINOIS POWER CO., an Illinois Corporation

By \_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

Mr. Ropp moved the adoption of the foregoing resolution. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunn presented the following resolution in regard to rules and regulations to control motor vehicles and pedestrian and vehicular traffic on the four campuses:

RESOLVED: That the Presidents of Illinois State Normal University, Eastern Illinois University, Northern Illinois University and Western Illinois University, be and they are hereby authorized and directed to make such rules and regulations with reference to the control of motor vehicles and pedestrian and vehicular traffic upon their respective campuses as are necessary or expedient for the purpose of securing orderly management and the preservation of safety and discipline thereon.

They are further authorized and directed to establish a system for registration and identification of all faculty or student owned or operated vehicles.

They are further authorized and directed to provide for the enforcement of all such rules and regulations and of such a registration and identification system by appropriate monetary and disciplinary measures.

Mr. Summers moved the adoption of the foregoing resolution and that the program worked out for each school be submitted to the Board for approval, and that a copy of such program be placed on file in the Central Office. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar read the following resolution:

RESOLUTION providing for the purchase  
and retirement in advance of maturity  
of certain Illinois State Normal Uni-  
versity Revenue 2 3/4% bonds, Series 50.

WHEREAS, John Nuveen & Co., have offered to sell \$30,000 of said bonds matur-  
ing 10-1-71/ at 88.00 and accrued interest, said offer being as follows:

"July 6, 1959

"Mr. Arthur Samoore  
Teachers College Board  
State Office Building  
Springfield, Illinois

"Dear Mr. Samoore:

"This is to confirm our telephone conversation offering you \$30,000 Teachers  
College Board, State of Illinois, for State Normal University Revenue bonds dated  
4-1-50, 2 3/4% due 10-1-71/ at 88.00.

"Total principal amount is \$26,400. We could deliver these bonds to the First  
National Bank of Chicago in the same way as we have in the past on July 27, 1959.  
Accrued interest from 4-1-59 to 7-27-59 would be \$265.83. Total principal and  
accrued interest would be \$26,665.83.

"The bond numbers are 476 to 505. I will appreciate hearing from you collect  
at Financial 6-2500 if you can use these bonds.

Very truly yours,

JOHN NUVEEN & CO.

/s/ Donald C. Malmquist

Donald C. Malmquist"

and

WHEREAS none of said bonds can under the provisions of the resolution by  
which their issuance was authorized be retired before 10/1/60; and

WHEREAS there are sufficient funds on hand to satisfy in full all require-  
ments of the resolution by which the issuance of said bonds was authorized and leave  
a surplus sufficient to accept the offer of John Nuveen & Co.; and

WHEREAS the acceptance of said offer will result in a net interest saving,

NOW THEREFORE BE IT RESOLVED

1. That the offer of John Nuveen & Co., be accepted and the \$30,000 bonds  
so purchased be retired and canceled.
2. That the accounting officer of this Board be and he is hereby directed to  
take such steps as are necessary to carry out the provisions of Section 1  
hereof.

Mr. Dunbar moved adoption of the foregoing resolution. Mr. Ropp seconded the  
motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### BUILDING COMMITTEE

Mr. Summers, Chairman of the Building Committee, moved that all architects performing work for the Teachers College Board obtain written permission from local municipal authorities to connect to that municipality's utilities and that a copy of the permission be placed on file in the Central Office. Mr. Wilkins seconded the motion, and it was carried.

#### Northern Illinois University

Mr. Summers moved that the plans and drawings submitted by Gilbert A. Johnson, Architect, Rockford, for an addition to the Library at Northern Illinois University, at an estimated project cost of \$825,000.00, be approved and that the architect be authorized to advertise for bids when the money appropriated by the 71st General Assembly is released by Governor Stratton. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved that the preliminary plans for the classroom building at Northern Illinois University, at an estimated project cost of \$1,025,000.00, as submitted by Perkins & Will, architects, Chicago, be approved and that the architect be authorized to advertise for bids when the money appropriated by the 71st General Assembly is released by Governor Stratton. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to award contract in the amount of \$3,417.00 to Buck Engineering & Contracting Co., Sycamore, lowest responsible bidder, for final grading and topsoiling in the Married Student Housing Area, West Campus, Northern Illinois University, plus engineering fees in the amount of \$307.53, to be paid to S. W. Knetsch & Assoc., DeKalb. (Payable from Auxiliary Enterprise, Barracks Fund) Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to award contract in the amount of \$7,493.60 to Bel-Rock Foundation Co., Belvidere, lowest responsible bidder, for reinforced concrete sidewalks, in the married student housing area, West Campus, Northern Illinois University, plus engineering fees in the amount of \$674.42, to be paid to S. W. Knetsch & Assoc., DeKalb. (Payable from Auxiliary Enterprises, Barracks Fund) Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to award contract in the amount of \$8,095.00 to G & G Electric Co., Sycamore, lowest responsible bidder, for area lighting, in the Married Student Housing, West Campus, Northern Illinois University, plus engineering fees in the amount of \$728.55 to be paid to S. W. Knetsch & Assoc., DeKalb. (Payable from Auxiliary Enterprises, Barracks Fund) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to award contract in the amount of \$8,951.25, to Thomas L. Finnegan & Co., Sterling, lowest responsible bidder, for reinforced concrete sidewalk extension, Central Campus, (Fine Arts Building Area) Northern Illinois University, plus engineering fees in the amount of \$805.61, payable to S. W. Knetsch & Assoc., DeKalb. (Payable from Contractual Services) Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved approval of a change order in the amount of \$473.00, to be deducted from the contract of R. Hays Co., Women's Residence Hall Group, Northern Illinois University, for omission of 4" underground fire line and hydrants. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.



Mr. Summers moved approval of a change order in the amount of \$399.75 to be deducted from the contract of F. J. Bero & Co., Fine Arts Building, Northern Illinois University, for credit for gas line previously installed by Northern Illinois Gas Co. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved approval of purchase of equipment for Women's Residence Hall Group, Northern Illinois University, from lowest responsible bidders, in the amount of \$40,586.57. Successful bidders are:

1,260 Study Lamps - A. C. McClurg Co., Chicago	\$ 8,429.40
100 Fiber Glass Diffusers - Carson-Pirie Scott & Co., Chicago	82.00
74 pair of Draperies - Edwin Raphael Co., Inc., Holland, Mich.	6,919.01
Furniture, Food Director's Office - Linn Business Furniture, Rockford	592.90
1 Steelcase Overhang Desk 60"x36" - Reams Typewriter Co., DeKalb	135.58
Furniture, Food Buyers Office - Linn Business Furniture, Rockford	333.70
Secretary and Reception Area Furniture - Linn Business Furniture, Rockford	455.35
2 Steelcase desk 60"x36" - Reams Typewriter Co., DeKalb	271.16
4 4-drawer letter files - Linn Business Furniture, Rockford	274.00
2 Steelcase convertible cabinets - Desks, Inc., Chicago	142.80
2 Steelcase Swivel Chairs w/arms - Linn Business Furniture, Rockford	104.00
10 Steelcase Side Chairs - Doenges Stationery Corp., DeKalb	290.00
2 Steelcase Tables 26"x26"x24" - Linn Business Furniture, Rockford	60.00
2 Burroughs 84" Hi-Library Shelving - Linn Business Furniture, Rockford	78.00
2 21" Wastebaskets - Linn Business Furniture, Rockford	7.20
2 Steelcase Telephone Operator Chairs - Linn Business Furniture, Rockford	70.00
2 Steelcase Side Chairs - Linn Business Furniture, Rockford	34.20
1 Desk 60"x30" - Linn Business Furniture, Rockford	116.25
2 50"x30" Desks - Linn Business Furniture, Rockford	220.50
1 Swivel Chair w/arms - Reams Typewriter Co., DeKalb	37.20
3 Posture Chairs - Linn Business Furniture, Rockford	76.50
2 Side Chairs, Foam Rubber Seats - Linn Business Furniture, Rockford	34.20
4 21" Wastebaskets - Linn Business Furniture, Rockford	14.40
1 4-Drawer File - Doenges Stationery Corp., DeKalb	51.65
2 2-Drawer Files - Linn Business Furniture, Rockford	66.00
1 55"x30" Typewriter Pedestal - Linn Business Furniture, Rockford	138.75
5 Standard Manual Typewriters - Doenges Stationery, DeKalb	740.00
1 Long Carriage Typewriter - Doenges Stationery Corp., DeKalb	195.00
15 Bolts Cotton Damask - Morton Textiles, Chicago	762.00
42 Dozen Cotton Damask Napkins - Morton Textiles, Chicago	161.70
500 Dish Towels, 28"x39" - Bestex Cotton Products, Detroit, Mich.	107.50
500 Dish Towels, 18"x36" - Bestex Cotton Products, Detroit, Mich.	75.00
94 Dozen Mattress Pads & Covers - Jameson, Inc., Chicago	2,553.04
40 Dozen Percale Sheets & Pillow Cases - Karoll's, Inc., Chicago	941.20
85 Dozen Trays - Sam Schuham Co., Chicago	2,122.45
Syracuse China - E. A. Henricks, Chicago	6,697.95
6 22" Kent Floor Machines - Ludwig Wilson Co., Chicago	2,421.30
6 Scrubbing & 6 Polishing Brushes - Lien Chemical Co., Franklin Park	170.16
2 Buffer & 2 Solution Tanks - Ludwig Wilson Co., Chicago	135.80
2 Model "F" Electrolux Vacuum Cleaners - Electrolux Corp., Rockford	199.50
Mop Pails, Mop Wringers, and Chasis - Lien Chemical Co., Franklin Park	936.86
30 Toilet Bowl Cleaners - Lien Chemical Co., Franklin Park	240.00
Vacuum Cleaning Equipment - Ludwig Wilson Co., Chicago	1,391.48
8 Trash Collectors - Lien Chemical Co., Franklin Park	76.24
2 Hand Trucks - Sears Roebuck & Co., Chicago	34.00

Cleaners & Toilet Bowl Swabs - Shelly-Andrews Co., Chicago	\$ 106.20
18 Toilet Plungers - Lien Chemical Co., Franklin Park	46.08
48 Gallons Cleaning Fluid - Lien Chemical Co., Franklin Park	30.72
144 Vaporizer Spray Pumps - Ludwig Wilson Co., Chicago	43.20
60 Plastic Bottles - Lien Chemical Co., Franklin Park	8.40
36 16-oz. Plastic Bottles - Lien Chemical Co., Franklin Park	8.28
60 Mop Handles - Lien Chemical Co., Franklin Park	65.40
Mop Heads - Lien Chemical Co., Franklin Park	97.20
Dusters - Northern Ill. Janitor Sup., DeKalb	52.50
Dust Mop Oil - Shelly-Andrews Co., Chicago	297.00
Dust Mop Handles & Dust Mops - Ludwig Wilson Co., Chicago	959.28
Dust Cloths - Churchill Co., Chicago	62.50
Furniture Polish - Industrial Chemical Lab., Inc., Peoria	19.60
Porcelain Cleaner, Dust Pans & Brushes - Lien Chemical Co., Franklin Park	105.24
30 Floor Brushes - Ludwig Wilson Co., Chicago	226.56
30 Corn Brooms - Northern Ill. Janitor Sup., DeKalb	45.00
18 Brooms - Lien Chemical Co., Franklin Park	19.62
24 Deodorant Fixtures - U.S. Sanitary Supplies, Chicago	30.00
Turkish Towels - Sears Roebuck Co., Chicago	63.36
Miscellaneous Janitorial Supplies - Sears Roebuck & Co., Chicago	360.66
50 Cases Paper Towels - Lien Chemical Co., Franklin Park	296.00
96 Sponge Rubber Applicators - Lien Chemical Co., Franklin Park	22.08
Window Squeegees & Inserts - Lien Chemical Co., Franklin Park	25.74
1 Torch - Sears Roebuck Co., Chicago	8.00
6 Barrels Disinfectant - Ludwig Wilson Co., Chicago	750.00
30 Cases Toilet Cleaner - Ludwig Wilson Co., Chicago	442.50
72 14-quart Pails - Lien Chemical Co., Franklin Park	119.52
100 Cases Toilet Paper - Danville Wholesale Paper Co., Danville	780.00

(Payable from Equipment Fund, Series '57, Women's Residence Hall Group)

Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved approval of purchase of one calculator from Friden, Inc., Chicago, in the amount of \$880.00, lowest responsible bidder as determined by lot, for the Women's Residence Hall Group, Northern Illinois University. (Payable from Equipment Fund, Series '57, Women's Residence Hall Group) Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved approval of a contract in the amount of \$550.00, with American White Goods Co., Kansas City, Missouri, for installation of snack bar furniture & furnishings, for which Board approval was given at the June meeting, for the Women's Residence Hall Group, Northern Illinois University. (Payable from Equipment Fund, Series '57, Women's Residence Hall Group) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved that approval be given for the Advisory Committee for Northern Illinois University to approve purchases in a sum not to exceed \$3,500.00, for miscellaneous equipment and supplies for the Women's Residence Hall Group. (Payable from Equipment Fund, Series '57, Women's Residence Hall Group) Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to award contract to Engineering Testing Corp., Villa Park, lowest responsible bidder, at the rate of \$2.95 per lineal foot, less 10% discount, to make sub-surface soils investigation on the site of the proposed classroom building at Northern Illinois University. (Payable from Contractual Services) Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### Illinois State Normal University

Mr. Summers moved that the plans submitted by Lankton-Ziegele-Terry & Assoc., Architects, Peoria, for tennis courts, baseball field, football field and track, grading and seeding three fields in the north portion of west campus at Illinois State Normal University, at an estimated cost of \$101,724.00, be approved and the architect authorized to advertise for bids when the money appropriated by the 71st General Assembly is released by Governor Stratton. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved that this Board declare its intention to request the legislature in 1961 to provide funds for its share of the cost of a storm sewer program for the town of Normal, cost to be determined on a formula based on percentage of water used by Illinois State Normal University. Mr. Watson seconded the motion, roll was called and the vote was as follows:



Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### Eastern Illinois University

Mr. Summers moved approval of purchase of bookcases and desks from Warner's Office Equipment Co., Mattoon, in the amount of \$814.91, lowest responsible bid, for the Fine Arts Center, Eastern Illinois University. (Payable from Construction Fund of the Building) Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved that contract be awarded to John M. Gerhardt, Charleston, in the amount of \$9,315.00, lowest responsible bid, for painting in Lincoln-Douglas Halls, Eastern Illinois University. (Payable from Bond Revenue Funds, Series 1950) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved that Eastern Illinois University and Board Attorney Dunn work with the city of Charleston in planning the rebuilding of 7th and Hayes Streets, and extension of 6" waterline and extension from Lincoln Street to the power plant, cost estimated to be \$32,000.00 for Eastern's share. (Payable from Contractual Services) Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### Western Illinois University

Mr. Summers moved that the plans and drawings submitted by Lankton-Ziegele-Terry & Associates, architects, Peoria, for the Library at Western Illinois University, at an estimated project cost of \$1,900,000, be approved and that the architect be authorized to advertise for bids when the money appropriated by the 71st General Assembly is released by Governor Stratton. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:



Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved that the Teachers College Board formally accept the Fine Arts Building at Western Illinois University, in accordance with the recommendation of the architects, Lankton-Ziegele-Terry & Assoc., Peoria. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved that the Board authorize Western Illinois University to secure from architects Hewitt & Bastian, Peoria, an estimate of the probable cost of air conditioning the Student Union, and to report the findings at the September meeting. Mr. Watson seconded the motion and it was carried.

#### Approval of Contracts

Mr. Summers moved that the Board authorize the Chairman and Secretary of the Teachers College Board to sign the following contracts at standard rates for planning services with the understanding that payment of fees by the Board will be contingent on the appropriation of money by the State or the availability of money through revenue bond financing, as the case may be:

Perkins & Will, Architects-Engineers, Chicago, for a classroom building at Northern Illinois University  
 Gilbert A. Johnson, Architect & Engineer, Rockford, for a student union at Northern Illinois University  
 Lundeen & Hilfinger, Architects & Engineers, Bloomington, to remodel Livingston C. Lord Administration ("Old Main") Building, Eastern Illinois University  
 Lundeen & Hilfinger, Architects & Engineers, Bloomington, to erect an addition to Science Building, Illinois State Normal University  
 Graham, Anderson, Probst & White, Architects, Chicago, for a Science Building at Northern Illinois University

Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

There being nothing further to come before the Board at this time, Mr. Stipes declared the meeting adjourned until the next regularly scheduled meeting on September 21, 1959, in Springfield, Illinois.

Alexander Summers  
Secretary

R. A. Stipes, Jr.  
Vice Chairman

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD  
Leland Hotel  
Springfield, Illinois

September 21, 1959

The regularly scheduled meeting of the Teachers College Board convened at 9:00 A.M., on Monday, September 21, Room 316, Leland Hotel, Springfield, Illinois. Mr. Royal A. Stipes, Jr., Vice-Chairman of the Board, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr., Vice-Chairman	Mrs. Harriet Lowden Madlener
Mr. Alexander Summers, Secretary	Mr. Clarence Ropp
Mr. Carl Dunbar	Mr. William E. Reed
Mr. Vernon L. Heath	Mr. Chauncey B. Watson
Mr. Morton H. Hollingsworth	Mr. George T. Wilkins

The following member was absent:

Mr. Lewis M. Walker, Chairman

Also present were the following:

Dr. Leslie A. Holmes, President  
Northern Illinois University

Dr. Robert G. Bone, President  
Mr. Preston Ensign, Business Manager  
Illinois State Normal University

Dr. Quincy Doudna, President  
Mr. R. R. Gregg, Business Manager  
Eastern Illinois University

Dr. A. L. Knoblauch, President  
Dr. Earl Foreman, Provost  
Dr. H. Glenn Ayre, Dean  
Mr. J. M. Grigsby, Business Manager  
Western Illinois University

Dr. Richard G. Browne, Executive Officer  
Mr. Richard F. Dunn, Legal Counsel  
Mr. Arthur Samore, Supervising Accountant  
Teachers College Board - Central Office

Mr. William P. Froom, the Board's appointee, and Mr. O. T. Banton, of the Lindsay-Schaub Newspapers, Decatur, were also present representing newspaper coverage of this meeting.

Mr. Stipes announced that he had talked to Mr. Walker on the telephone and brought greetings to all the members from Mr. Walker.

Mrs. Madlener moved approval of the minutes of the meeting of July 20, 1959. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes said he had a letter from Mr. Walker asking that one member be added to the Finance Committee of the Board and naming Mr. Chauncey B. Watson to that Committee.

Mr. Dunbar moved that the Board approve adding one member, Mr. Chauncey B. Watson, to the Finance Committee. Mr. Reed seconded the motion and it was unanimously carried.

Mr. Dunn reported that the claim of Northern Illinois University against the DeKalb Telephone Co., for damages to the electrical service to the Field House, had been settled in full. Mr. Stipes commended Mr. Dunn and thanked him for the work he had done on this matter.

Mr. Stipes announced that the next meeting of the Teachers College Board will be held in Macomb, Illinois, on Thursday, November 5, and that inauguration ceremonies for Dr. Knoblauch will be held on Friday, November 6.

#### REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 78 as Executive Officer of the Board, which consisted of five parts: Part I, Degrees Granted; Part II, Acreage in Our Universities; Part III, Dormitory Capacity; Part IV, Revenue Bond Projects; and Part V, Auxiliary Enterprises.

Mr. Hollingsworth commented that he was very much interested in how Illinois compares with other states in providing campus housing. Dr. Browne said he would look into this.

Mr. Wilkins said that he was disturbed by newspaper and magazine articles stating that the requirement for professional education courses for teachers has been increasing when there has been no increase in the requirement. Dr. Browne referred to Report No. 75 of the Executive Officer wherein he stated that professional education courses make up about one-sixth or less of the total program that the student takes.

Mr. Stipes thanked Dr. Browne for an excellent report.

Dr. Browne reported that negotiations were still being carried on with the State, County and Municipal Employees' Union.

Dr. Browne said a letter had been received from the Commission of Higher Education requesting an inventory of the legal problems involved in the transition from present governing procedures for the state-supported colleges to one board. Dr. Browne explained that this was in response to legislation enacted by the General Assembly to provide for a plan of unified control. Dr. Browne asked for Board permission to work with the Board attorney, Mr. Dunn, to prepare an answer to this by December 1. Board members agreed that Dr. Browne should proceed along this line.

#### REPORTS OF COMMITTEES

##### Policy and Procedure Committee

Mr. Ropp, Chairman, reported that the Committee had met with the Presidents and the Executive Officer and had nine policy changes to review at this time.

Mr. Ropp moved to adopt the following proposal on Graduate Assistants:

"Graduate assistants are persons who hold at least the baccalaureate degree. They may be divided into two categories:

- (1) those who have the baccalaureate degree and are working toward the

master's degree;

- (2) those who have the master's degree and are working toward the Certificate of Advanced Study or the degree Master of Fine Arts.

They are appointed by the Board, on recommendation of the President.

"Assistants working toward a fifth year master's degree may be assigned to various departments to take class attendance, give individual help to students, prepare experiments and reading materials, assist with research, and perform similar duties under supervision. They shall not be assigned to regular class room teaching or to routine clerical work. They may be paid as much as \$120 per month and take three-fourths of a full student load, or \$180.00 per month and take one-half load. If they take a full student load, they may not earn more than \$60.00 per month.

"Assistants who hold the master's degree and who are working toward the C.A.S. or M.F.A. may be assigned such tasks as those enumerated in the preceding paragraph, and they may also be assigned regular teaching duties. The teaching assignment must not exceed a half load and must be carefully supervised. Sixth-year level assistants may be paid as much as \$180.00 per month and take three-fourths of a student load or \$240.00 per month and take one-half load.

"The total number employed in both categories shall not exceed one (based on the \$120.00 rate) for each ten faculty members (based on full-time equivalent).

"Faculty assistants are persons who have bachelor's degrees but are not enrolled in any courses for credit during the school day if they have full-time duties. Faculty assistants are temporary employees and do not acquire tenure."

Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Ropp moved to adopt the following proposal on Out-of-State Use of Buses and Autos:

"Buses and autos owned by the universities shall not travel to any point more than 600 miles distant from the campus except by prior Board action when recommended by the President."

Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Ropp moved to adopt the following proposal on Out-of-State Travel:

"Staff members who travel out-of-state will be expected to pay a part of the cost of such travel unless the trip is made at the request of the President. In the latter case, the full cost may be authorized."

Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Ropp moved that Graduation Fees be charged as follows:

Graduation Fees

Bachelor's degree	\$10.00
Graduate degree or diploma	15.00

Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Ropp moved to adopt the following proposal on Health Services:

"Faculty and employees are entitled to first aid at the Health Service for injuries incurred on the campus. No other health service benefits are available for them."

Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Ropp moved to adopt the following proposal on Tenure for Administrative Positions:



"While administrative officials who have faculty status may achieve tenure under the regulations of the Board, this tenure refers to their status as faculty members only. Administrative assignments, including department headships, are made by the Board on an annual basis upon recommendation of the President."

Mr. Reed seconded the motion and it was unanimously carried.

Mr. Ropp moved that the following sentence be added to the qualifications for Assistant Professors:

"Credit for such work must be earned in or granted by transfer by an institution which awards doctor's degrees."

Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Ropp moved to adopt the following proposal on communications to Board members:

"Communications from faculty members and faculty organizations to the Board should be directed to the Chairman or the Executive Officer of the Board and should conform to proper standards of professional conduct. This means that the President must be informed of such communication unless there are grave reasons to the contrary."

Mr. Summers seconded the motion and it was unanimously carried.

Mr. Ropp moved to adopt the following proposal on faculty participation in appointment, promotion and removal:

"In cases of promotion and removal of members of the academic staff, such judgment shall be obtained in consultation with a joint ex officio and elective faculty committee to represent a cross section of the faculty as a whole."

Mrs. Madlener seconded the motion and it was unanimously carried.

#### Building Committee

#### WESTERN ILLINOIS UNIVERSITY

Mr. Summers, Chairman, moved to authorize Brown, Manthei, Davis & Mullins, Champaign, Consulting Engineers, to consult with the boiler inspector, of the Department of Public Safety, State of Illinois, and prepare specifications for repairs needed to put in proper working condition the boilers in the heating plant at Western Illinois University; to advertise for bids; and report at the next regularly scheduled meeting of the Teachers College Board. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved that Lankton, Ziegele, Terry & Associates, Peoria, architects, be authorized to prepare plans and specifications for repair and rehabilitation of guttering and the roof of Grote Hall; advertise for bids; and report at the next regularly scheduled meeting of the Teachers College Board. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to award a contract to Hewitt & Bastian, Peoria, architects, at a fee of 5½%, for the preparation of plans and specifications to air condition the Student Center, at an estimated cost of \$75,000. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to authorize Hewitt & Bastian, Peoria, architects, to advertise for bids for air conditioning of the Student Center, and report at the next regularly scheduled meeting of the Teachers College Board. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### NORTHERN ILLINOIS UNIVERSITY

Mr. Summers moved to award contract in the amount of \$889 to Broadway Electric Co., Rockford, to furnish and install a 3" primary line from the Women's new Residence Hall Group to Neptune Hall, in order to tie electrical service in with the Central Campus loop and replace the pole line on Lucinda Avenue, Northern Illinois University. (Payable from Building Construction Fund, Series '53) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to award contract in the amount of \$736 to Broadway Electric Co., Rockford, to furnish and install 2" telephone conduit from the new residence hall group to Neptune Hall, including boxes, trenching, concrete envelopes, etc., to tie the telephone circuit to Neptune Hall with the Central Campus circuit, replacing the pole line from Lucinda Avenue. (Payable: \$530.88 from Building Construction Fund Series '53 and \$205.12 from Contractual Services) Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to approve an addition in the amount of \$565 to the contract of Swain & Myers, Decatur, for additional conveyors above dishtables in the dining room of the new Women's Residence Halls. (Payable from Construction Fund, Series '57) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to approve an addition in the amount of \$1,440 to the contract of Graves & Graves, Chicago, for additional valves and revision of boiler header piping in the boiler installation in the Women's Residence Hall Group. (Payable from the Building's Construction Fund, Series '57) Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved approval of the purchase of the following items for the Women's Residence Hall Group, from the lowest responsible bidders:

40 Skids - Carl E. Paulson & Co., Rockford - \$506.16  
 1 Hand Lift Truck - N & R Equipment, Inc., Chicago - \$273.00  
 4 Twin-Cylinder Laundry Tumblers, 2 Extractors - Reid Specialty Co., Milwaukee - \$2,157.50

(Payable from Building Equipment Fund Series '57)

Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved approval of the purchase of 4,192 electric light bulbs, from Crescent Electric Supply Co., DeKalb, lowest responsible bidder, in the amount of \$1,094.35. (Payable from Building Construction Funds Series '57, Women's Residence Hall Group) Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to authorize Northern Illinois University to instruct John Shields, of Barcus, Kindred & Company, Chicago, to make a financial study of the feasibility of constructing a student union at an estimated cost of \$2,750,000; and a dormitory including dining facilities for approximately 1,000 students at an estimated cost of \$4,000,000; submit this report to the Finance Committee of the Teachers College Board; and, if the findings justify the construction of the project, authorize the Central Office to file applications with the Housing and Home Finance Agency of the federal government, for a loan of \$1,750,000 for the student union, and \$3,000,000 for the dormitory, with the understanding that the balance of the construction funds would be furnished by private bond sales. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved that Northern Illinois University be authorized to lease the residence of William Wirtz, 305 Normal Road, DeKalb, for the use of the Home Economics Department, at a rental of from \$2600 to \$2700 annually, effective November 1, 1959. (Payable from Contractual Services) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### ILLINOIS STATE NORMAL UNIVERSITY

Mr. Summers moved approval of an addition in the amount of \$14,900 to the general contract of Felmley-Dickerson, Bloomington, for the new residence hall group, as follows:

Installing an incinerator in the east unit - \$9,000  
 Finish insulation, finish cement floor, and 2 cold-storage doors in the walk-in freezers, off bakery - \$2,000  
 Finish plaster on ceilings in place of suspended acoustical tile to help prevent sound transmission between rooms - \$3,900

(Payable from Construction Funds for the Project, Series '59)

Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	



The motion was unanimously carried.

Mr. Summers moved approval of approximately \$2,000 to be used for limited amount of site work in preparing eight tennis courts. (Payable from Contractual Services.) Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### EASTERN ILLINOIS UNIVERSITY

Mr. Summers moved to authorize Eastern Illinois University to obtain bids on landscaping projects recommended by Keith & Lewis, of Urbana, landscape consultants, at an estimated cost of between \$10,000 and \$15,000, in the following areas: Fine Arts Center; University Union; New Residence Halls; and the front of the Livingston C. Lord Administration Building. (Payable from Contractual Services.) Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to approve an addition in the amount of \$4,196 to the contract of Mautz & Oren, Inc., Effingham, Illinois, for the Married Student Housing Project, \$4,000 to be used to provide ceramic tile in the bath alcoves; and \$196 to be used to provide 2 combustion air intakes. (Payable from Building's Construction Fund Series '57.) Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to accept the bid of the Baker Furniture Co., Charleston, lowest responsible bidder, in the amount of \$36,500, for furniture for the Married Student Housing Project, as follows:

36 Kwik-Bed Sofas  
60 Flexsteel Chairs  
60 Flexsteel Sofa Beds  
24 Drexel Chests and 24 Drexel Night Stands  
24 Drexel Beds  
60 Kuehne Tables, 180 Kuehne Side Chairs and 60 Kuehne Arm Chairs  
24 Spring Air Innerspring Mattresses and Box Springs  
60 Mersman Corner Tables  
Draperies

(Payable from Auxiliary Enterprises)

Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved to authorize Eastern Illinois University to work through the Surplus Property Division of the State of Illinois, to dispose of 41 units of the Barracks Apartments and two accessory service buildings. Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### Finance Committee

Mr. Dunbar reported on the matter of the Dishonesty, Disappearance and Destruction insurance (known as "3-D") for the four universities and the Central Office, for which bids were received and acknowledged by the Board on May 18 and later found to be irregular. Upon the recommendation of the Insurance Department, State of Illinois, the policy was re-advertised and bids received on August 24, 1959.

Mr. Dunbar moved that the action of the Board on May 18, 1959, awarding the policy to Lander Van Gundy, Normal, Illinois, be rescinded and that the policy be awarded to James S. Kemper & Co., Peoria, representing the Lumbermen's Mutual Casualty Co., Chicago, for a premium of \$3,673.02, covering a three-year period, lowest responsible bid, the cost of this insurance to be pro-rated among the four universities and the Central Office. Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Dunn introduced the following resolution:

BE IT RESOLVED by the Teachers College Board of the State of Illinois that it petition the City of DeKalb to annex the following described territory owned by this Board, to the City of DeKalb, to-wit:

Part of the Northeast Quarter of Section 21, Township 40 North, Range 4 East of the Third Principal Meridian described as follows: Beginning on the east line of Section 21 at the Northeast corner of Lot 4 of Willard's Orchard Subdivision; thence Northerly along said Section line a distance of 109.45 feet to the place of beginning; thence continuing Northerly along said section line a distance of 262.35 feet to a point, which point is 458.5 feet Southerly of the Northeast corner of said Section 21; thence Westerly at an angle of 87°55' measured clockwise from the last described course a distance of 289.5 feet to a point; thence Southerly at an angle of 92°05' measured clockwise from the last described course a distance of 252.5 feet to a point; thence Easterly at an angle of 89°51' measured clockwise from the last described course a distance of 289.55 feet to the East line of Section 21 and the place of beginning and containing 1.71 acres more or less.

BE IT FURTHER RESOLVED that the Chairman and Secretary of this Board be and they are hereby authorized to sign the petition to the City of DeKalb requesting the annexation of the above premises to the City of DeKalb.

Mr. Hollingsworth moved to adopt the foregoing Resolution. Mr. Wilkins seconded the motion and it was carried.

Mr. Dunn presented the following Resolution:

WHEREAS, it has come to the attention of this Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, that a number of present and former employees regularly employed at said University were asked to work overtime hours on their jobs in the school years of 1948-1949, 1949-1950, 1950-1951, and 1951-1952, for which they have not been compensated, and,

WHEREAS, the University officials, from the time said overtime began to accrue up to recent date, have constantly assured the men in question that their overtime was being carried forward on the records of the University and that the men would soon be paid, and

WHEREAS, during the year 1958 the accounts of these men were presented through the University to the Auditor of Public Accounts for the issuance of vouchers in payment of said overtime, but said Auditor of Public Accounts declined to allow for payment of said overtime out of current appropriations because of the fact that the time for which these men sought payment had been worked during prior bienniums, and

WHEREAS, these men are still unpaid and it is the wish of this Board that these men be paid in full and that they should not be put to any expense in connection with seeking payment for said services through the Illinois Court of Claims,

NOW, THEREFORE, BE IT RESOLVED by the Teachers College Board of the State of Illinois for Illinois State Normal University, that Richard F. Dunn, General Counsel for the Board be, and he is hereby instructed to prepare and file with the Illinois Court of Claims on behalf of the following men who have not been paid, a complaint for the amounts set opposite their respective names below, asking that the Court of Claims allow and order payment to said men since the Auditor of Public Accounts has refused in August of 1958 to issue vouchers in payment thereof.

Roscoe Nice	\$ 145.90
James M. Johnson	161.41
Harry G. Johnson	975.42
John Butler	820.54
Ollie Dunn	86.35
W. P. Lawson	4,003.20
Charles A. Mercier	1,961.70

Mr. Ropp moved to adopt the Resolution as presented by Mr. Dunn. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Teachers College Board ask the city of Macomb to annex that portion of Hansen Field, Western Illinois University, which is outside the city limits. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### INFORMAL REPORTS OF PRESIDENTS

##### Northern Illinois University

Dr. Holmes presented the informal report for Northern Illinois University and made the following requests:

1. Correct salary for Mrs. Lois Schuhr, nurse, health clinic, who was listed for one-half month in August whereas it should have been for the entire month.
2. Permission to establish position of Assistant Purchasing Agent in Charge of Food Buying, salary to be distributed among the several Bond Revenue Series, probable salary range to be \$450-600 per month.
3. Permission to employ one inventory clerk, salary range of \$200-300; and 5 additional temporary persons for a period of three to six months for the purpose of taking a complete inventory of plant and equipment and to bring inventory records up to date.

Mr. Reed moved approval of the informal report for Northern Illinois University as presented by President Holmes. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

##### Illinois State Normal University

Dr. Bone presented the informal report for Illinois State Normal University with the following requests:

1. Permission to accept the low bid of Rudo Sumrwear, Inc., Philadelphia, 3, Pa., in the amount of \$2,002.50, for 81 Tuxedo Dinner Jackets and Trouser Uniforms. (Payable from Commodities)
2. Permission to accept the low bid of the Decatur Paper House, Decatur, Illinois, in the amount of \$1,923.50, for janitorial paper supplies. (Payable from Commodities)
3. Permission to accept the low bid of the Albana Products, Inc., Normal, Illinois, in the amount of \$8,109.01, for paper goods. (Payable from Bond Revenue Operations)

Mr. Ropp moved approval of the informal report for Illinois State Normal University as presented by President Bone. Mr. Wilkins seconded the motion, roll was called and the vote was as follows:



Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### Eastern Illinois University

Dr. Doudna presented the informal report for Eastern Illinois University with the following requests:

1. Approval of the following rental prices for the new married student housing project including the costs of utilities:  

\$67.50 - one and one-half room unit  
77.50 - two room unit
2. Permission to accept the low bid of Samuel Music Co., Effingham, in the amount of \$3,044, for 6 bass horns for the Music Department. (Payable from Equipment Funds)
3. Permission to accept the low bid of Maginn Office Equipment, Champaign, in the amount of \$2,750, for one Offset Duplicator for the Duplicating Services. (Payable from Equipment Funds)
4. Permission to purchase one mailing machine from Pitney-Bowes, Inc., Peoria, in an amount of \$1,418.25 -- only source for this item. (Payable from Equipment Funds)

Mr. Summers moved approval of the informal report for Eastern Illinois University as presented by President Doudna. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### Western Illinois University

Dr. Knoblauch presented the informal report for Western Illinois University with the following requests:

1. Approval of retirement for Dr. M. N. Thisted, Professor of Education and Dean of Men, as of September 1, 1959.
2. Permission for the following staff members to enroll in courses indicated:

Dolores Kator, Registrar  
Business Education 430G - Fall Quarter 1959 (day class)  
Business Education 431G - Winter Quarter 1959-60 (day class)  
Education 550 - 2nd Semester 1959-60 (evening class)  
Rhea Shields, Instructor, Home Economics  
Political Science 222 - Fall Quarter 1959 (day class)  
Robert E. Vanni, Instructor, Physical Education  
Education 509 - First Semester 1959-1960 (evening class)  
Guy Ricci, Instructor - Physical Education

Education 509 - First Semester 1959-60 (evening class)  
 Beth Mackey Stiffler, Instructor, Laboratory School  
 English Education 502 - First Semester 1959-60 (evening class)  
 Kenneth W. Murphy, Instructor, Physics  
 Mathematics 515 - Fall Quarter 1959 (day class)  
 William Watts, Instructor, Business Education  
 Economics 231 - Fall Quarter 1959 (day class)

3. Acceptance of the resignation of Dr. Robert Moore, Assistant Professor of Education and Psychology, effective October 31, 1959.
4. Permission to accept the bid of Russell Ernest Baum, Inc., Chicago, in the amount of \$2,263.80, for Folding Machine (Payable from Equipment). (Only bid received.)
5. Permission to accept the low bid of Kelvinator Division, American Motors Corp., Chicago, in the amount of \$3,768.74, for 32 refrigerators (Payable from Auxiliary Enterprise funds).
6. Permission to accept the low bid of Sears, Roebuck, Macomb, in the amount of \$3,153.92, for 32 electric ranges for the Married Student Housing Project (Payable from auxiliary enterprise funds).
7. Permission to accept the low bid of United States Electric Supply, Springfield, for light bulbs, in the amount of \$4,091.61. (Payable from Commodities)
8. Permission to increase salary of Mr. Max Newman, Farm Foreman, \$45.00 over and above the negotiated rate, due to the fact he has been asked to vacate the farm residence.

Mr. Hollingsworth moved the approval of the informal report for Western Illinois University as presented by President Knoblauch. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

There being nothing further to come before the Board at this time, Mr. Stipes declared the meeting adjourned until the next regularly scheduled meeting on Thursday, November 5, at Western Illinois University, Macomb, Illinois.

R. A. Stipes  
 Vice-Chairman

Alexander Summers  
 Secretary

REPORT OF  
EASTERN ILLINOIS UNIVERSITY

November 5, 1959

I. STUDENTS

A. Extension Enrollment, Summer, 1959 (complete report)

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
1. On Campus				
Eight-Weeks Term	24	26	50	42
Twelve-Weeks Quarter	12	7	19	5
Workshops				48
Science 300	-	20	20	
Mathematics 391	-	15	15	
Education 465	<u>5</u>	<u>14</u>	<u>19</u>	
Total Individuals*	41	82	123	95
Full-Time Equivalent	10	21	31	24
2. Off Campus				
Art 130 and 400	3	22	25	
Effingham				
Education 232	1	5	6	
Taylorville				
Education 240 and 241	-	2	2	
Taylorville				
Education 345	1	10	11	
Taylorville				
Education 441 and 442	2	7	9	
Taylorville				
Mathematics 391	3	5	8	
Newton				
Science 300	9	10	19	
Olney	<u>      </u>	<u>      </u>	<u>      </u>	
Total Individuals*	19	61	80	104
Full-Time Equivalent	5	15	20	26
Total Extension Enrollment, Summer 1959				
Individuals*	60	143	203	199
Full-Time Equivalent	15	36	51	50

\* If a person was enrolled for two courses, he was counted twice.

B. Scholarship Report, Summer 1959

	<u>Residence</u>	<u>Extension</u>	<u>Total</u>
Teacher Education Scholarships	240	11	251
Military Scholarships	<u>109</u>	<u>13</u>	<u>122</u>
Total	349	24	373

C. Correction in Graduates for Spring Commencement, 1959

The name of Richard Lee Kelley should be removed from the list of persons receiving the B.S. in Ed. degree in June, 1959. Mr. Kelley did not complete a correspondence course, and, therefore, did not meet the requirements for the degree.

D. Graduates, Summer Commencement, 1959

1. A total of 100 students, 50 men and 50 women, completed the requirements for the Bachelor of Science in Education degree and were graduated as of August 6.
2. A total of 15 students, 14 men and 1 woman, completed the requirements for the Bachelor of Science degree and were graduated as of August 6.
3. A total of 40 students, 28 men and 12 women, completed the requirements for the Master of Science in Education degree and were graduated as of August 6.

E. Per Capita Cost for 1958-59

1. Educational Load

<u>Period</u>	<u>Enrollment</u>	<u>Credit Hours</u>
Summer, 1958	1,142	14,358
Residence Extension, Summer 1958	95	380
Off-Campus Extension, Summer 1958	104	416
Fall Quarter, 1958	2,405	40,388
Winter Quarter, 1958-59	2,313	38,266
Spring Quarter, 1959	2,108	34,383
Residence Extension, 1958-59	413	1,652
Off-Campus Extension, 1958-59	364	1,456
Total		131,299

Dividing 131,299 by 48 equals 2,735.5, which is regarded as the weighted equivalent enrollment.

2. Expenditures

<u>Item</u>	<u>Gen. Rev.</u>	<u>Educ. Op.</u>	<u>Total</u>
Personal Services	\$2,310,659.32	---	2,310,659.32
Contractual Services	176,779.23	28,500.99	205,280.22
Travel	34,123.43	---	34,123.43
Commodities	170,395.95	6,520.71	176,880.66
Stationery, Printing and Office Supplies	43,081.93	---	43,081.93
Equipment	124,004.61	51,382.65	175,387.26
Total	\$2,859,008.47	\$86,404.34	\$2,945,412.82

Total expense of \$2,945,412.82 divided by 2735.5, the weighted equivalent enrollment, equals \$1076.74, the per capita cost for 1958-59.

F. Fall Quarter Enrollment, 1959

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
1. On Campus				
Full-Time Students				
Freshmen	597	376	973	922
Sophomores	384	238	622	556
Juniors	272	163	435	464
Seniors	301	139	440	390
Graduates	14	4	18	24
Unclassified	10	9	19	29
Total	1578	929	2507	2405



	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
Part-Time Students				
Graduates	40	32	72	71
Undergraduates	<u>19</u>	<u>47</u>	<u>66</u>	<u>115</u>
Total	59	79	138	186

Total On Campus

Individuals	1637	1008	2645	2591
Full-Time Equivalent	1593	949	2542	2452

2. Off Campus

Art 345 - Newton	0	12	12	
Education 469 - Nokomis	2	31	33	
Education 552 - Pana	5	13	18	
Psychology 455 - Olney	5	11	16	
Geography 302 - Effingham	8	33	41	
Industrial Arts 225 - Shelbyville	0	19	19	
Music 228 and 229 - Albion	2	25	27	
Speech 345 - Arcola	<u>2</u>	<u>23</u>	<u>25</u>	<u>      </u>

Total Off Campus To Date

Individuals	24	167	191	244
Full-Time Equivalent	6	42	48	61

The above enrollments are complete; however, the following courses are in the process of being organized and enrollment data are not yet available.

Education 465 - Carmi  
Chemistry 200 - TV  
Physics 200 - TV

Total University Enrollment

Individuals	1661	1175	2836	2835
Full-Time Equivalent	1599	991	2590	2513

3. Campus Laboratory School Enrollment

Boys - 265                      Girls - 234                      Total - 499

II. FACULTY

A. Changes in Summer School

1. Carolyn G. Ryle, M.N., Assistant Professor of Health Education, added for one-third time duty in August at a salary of \$240.00 to assist in the coordinating work for student teaching in biology.

B. Resignations

1. Paul C. Becker, employed as Residence Hall Counselor, asked to be released from his contract.
2. Marquita Irland, Professor and Head of the Department of Home Economics, resigned effective August 8, 1959, in order to accept a position as head of home economics in the state Department of Education in Delaware.

#### C. Retirements

1. Ernest L. Stover, Professor and Head of the Department of Botany, who is in his thirty-seventh year as a member of this faculty, has asked permission to retire at the end of the winter quarter. His age at that time will be sixty-six. Dr. Stover will have taught five regular quarters and two summer sessions since his sabbatical in the year 1958.

I recommend that the two summer sessions be accepted in lieu of the sixth quarter required following a sabbatical leave and that Dr. Stover be allowed to retire, as requested.

#### D. Replacements

1. James E. Bealer, B.S., Pennsylvania State University, 1957; M.Ed., 1959; as Instructor and Residence Hall Counselor, at a salary of \$5,000 for ten months beginning September 1, 1959, replacing Anthony T. Soares, resigned.
2. Alvin A. Mason, B.S., University of Maine, 1951; M.S., Springfield College, 1954; as Social Director of the University Union, at a salary of \$6,000 for ten months beginning September 1, 1959, replacing Andrew Hook, resigned.
3. Bert L. Simpson, Jr., B.A., Southern Methodist University, 1954; M.A., University of Texas, 1959; as Instructor and Residence Hall Counselor, at a salary of \$5,000 for ten months beginning September 1, 1959, replacing Paul Becker, resigned.

#### E. New Positions

1. Arthur J. Looby, B.S., University of Missouri, 1946; M.Ed., 1949; Ed.D., 1956; as Assistant Professor of Education at a salary of \$740 per month for nine months beginning September 7, 1959.
2. Patricia A. Wainwright, A.B., Syracuse University, 1958; M.A., Middlebury College, 1959; as Instructor of Foreign Language in the Laboratory School at a salary of \$4500.00 for nine months, beginning September 7, 1959.
3. Tom Katsimpalis, B.S. in Ed., Eastern Illinois University, 1952; M.Ed., University of Illinois, 1959; as Instructor and Assistant to the Director of Athletics--Head of the Department of Physical Education for Men, at a salary of \$600.00 per month for ten months, beginning September 1, 1959.

#### F. Substitutes

1. Esther D. Ross, M.S. in Ed., as Substitute Instructor of Business Education at a salary of \$560.00 per month for full-time duty for the fall quarter and three-fourths time duty for the spring quarter, substituting for James Thompson, on leave.
2. Donald J. Cockerill, B.A., State University of Iowa, 1956; M.A., 1957; as Instructor of English at a salary of \$560.00 per month for nine months beginning September 7, 1959, substituting for Chenault Kelly, on sabbatical leave.

#### G. Temporary Appointments

1. Harold F. Marker, M.S., as Instructor of Mathematics at a salary of \$200.00 per month for three months for part-time duty during the fall quarter to enable us to split a large class in mathematics.

#### H. Changes in Assignments

1. Edna Kniskern, A.B., Faculty Assistant and Instructor of Biology in the Laboratory School, increased from one-fourth time to one-third time duty at a salary of \$180.00 per month beginning September 7, 1959.
2. Alice J. Swickard, M.S. in Ed., Instructor of Music, increased from one-half time duty to full-time duty at a salary of \$500.00 per month beginning September 7, 1959. Since we are unable to find a satisfactory replacement for Maurice Allard, it was necessary to make some changes in assignments in the music department and increase Mrs. Swickard's teaching load.

#### I. Faculty Assistants

1. Lois S. Matzner, M.M., as part-time Faculty Assistant in the Department of Physical Education for Women, at a salary of \$90.00 per month for eight and one-half months beginning September 18, 1959, replacing Louise Soares, resigned.
2. Shirley M. Coleman, B.S., as part-time Faculty Assistant in home economics in the Laboratory School, at a salary of \$270.00 per month for nine months, beginning September 7, 1959.
3. Gail Russell, B.S., as part-time Faculty Assistant in the Library, at a salary of \$200.00 per month for nine and one-half months beginning September 15, 1959.
4. Audrey Fedor, B.S., as part-time Faculty Assistant in the Library at a salary of \$200.00 per month for nine and one-half months beginning September 15, 1959.

#### J. Graduate Assistants

1. James W. Erdmann, B.S., as Graduate Assistant in the Department of Physical Education for Men, at a salary of \$120.00 per month for nine months, beginning September 7, 1959.
2. David L. Fields, B.S., Graduate Assistant in the Department of Physical Education for Men, at a salary of \$120.00 per month for nine months, beginning September 7, 1959.
3. Rudy Gonzales, B.S., as Graduate Assistant in the University Union, at a salary of \$120.00 per month for eight and one-half months, beginning September 15, 1959, to be paid from 1956 Series Funds.
4. Pauline N. Moroni, B.S., as Graduate Assistant in Remedial Reading, at a salary of \$120.00 per month for eight and one-half months, beginning September 21, 1959.
5. Willis Rademacher, B.S., as Graduate Assistant in Business Education, at a salary of \$120.00 per month for nine months, beginning September 7, 1959.
6. Permission is requested to add a graduate assistant in mathematics at the beginning of the winter quarter. We are well within our quota and we have a good person available who could help a great deal in that department.
7. Permission is requested to add a graduate assistant in science at the beginning of the winter quarter, if a suitable candidate can be found.

#### K. Substitute Instructor List

We request permission to continue for 1959-60 the list of substitute

instructors presented in the April 21, 1958, Board Report with the following names added:

<u>Name</u>	<u>Degree</u>	<u>Teaching Area</u>
1. Jeanette Katsimpalis	B.S. in Ed.	Laboratory School
2. Constance McCarthy	B.S. in Ed.	Laboratory School
3. June Stark	B.S.	Laboratory School

### III. UNIVERSITY CIVIL SERVICE EMPLOYEES

#### A. Resignations

1. Beverly B. Fulton, Food Production Manager in the University Union, resigned effective September 15, 1959.
2. Carolyn J. Higgs, Clerk Stenographer I in the Office of the Assistant to the Dean of the Faculty, resigned effective July 31, 1959.
3. Elizabeth Lloyd, Temporary Clerk Typist I in the Men's Physical Education Department, resigned effective August 20, 1959.
4. Phyllis K. Walstrom, Clerk Stenographer I in the Business Office, resigned effective September 15, 1959.
5. A. Carolyn Moomey, Clerk Stenographer I in the Records Office, resigned effective September 3, 1959.
6. Elsie L. Laycock, Clerk Typist I in the Office of Teacher Education and Placement, resigned effective September 24, 1959.
7. Robert L. Shettleroe, Food Production Manager in Lincoln-Douglas Halls, resigned effective August 31, 1959.
8. Judith McNutt, Temporary Clerk Stenographer I in the Records Office, resigned effective September 12, 1959.
9. Kala J. Neibch, Clerk Typist I in the Office of Teacher Education and Placement, resigned effective August 14, 1959.
10. Davey Dunn, Clerk Stenographer I in Audio-Visual Center, resigned effective August 25, 1959.

#### B. Retired

1. Mary Thompson, Head Health Service Nurse, retired effective September 15, 1959, after twenty-nine years of service at Eastern.

#### C. Replacements

1. Patricia Anne Bell, Clerk Typist I in the Men's Physical Education Department, at a salary of \$200.00 per month, effective August 20, 1959, replacing Elizabeth Lloyd, resigned.
2. Patsy Ernst Havener, Clerk Stenographer I in the Office of Teacher Education and Placement, at a salary of \$210.00 per month, effective August 3, 1959, replacing Elsie Laycock, resigned.
3. Judith K. McNutt, Temporary Clerk Stenographer I in the Records Office, at a salary of \$200.00 per month, effective July 21, 1959, temporarily replacing Carolyn Moomey, resigned.
4. Linda L. Swinford, Temporary Clerk Typist I in the Library, at a salary of \$185.00 per month, effective August 5, 1959, replacing



Patricia Gaines, on leave.

5. Alberta Giltner, Assistant Food Production Manager in Pemberton Hall, at a salary of \$420.00 per month, effective September 7, 1959, replacing Nancy Gray, Food Production Manager, resigned.
6. Wandalee Beavers, Clerk Typist I in the Office of the Dean of Men, at a salary of \$200.00 per month, effective September 9, 1959, replacing Barbara Kelley, Clerk Stenographer I, resigned.
7. Cleda Casey, Health Service Nurse, at a salary of \$325.00 per month, effective September 1, 1959, replacing Mary June Bland, promoted.
8. Faeth B. DeHart, Clerk Stenographer I in the Business Office, at a salary of \$225.00 per month, effective September 14, 1959, replacing Phyllis Walstrom, resigned.
9. Karen S. Farmer, Clerk Typist I in the Records Office, at a salary of \$190.00 per month, effective September 22, 1959, replacing Carolyn Moomey, Clerk Stenographer I, resigned.
10. Harriet Kay Harmon, Clerk I in the Office of Teacher Education and Placement, at a salary of \$185.00 per month, effective August 27, 1959, filling the one-half time vacant position caused by the resignation of Barbara Hacker and the one-half time new position approved by the Board on January 19, 1959.
11. Mary Ann Elliott, Clerk Typist I in the Library, at a salary of \$195.00 per month, effective September 1, 1959, replacing Evelyn St. Clair, resigned.
12. Jacqueline M. Schaefer, Clerk Stenographer I in the Office of Teacher Education and Placement, at a salary of \$205.00 per month, effective September 21, 1959, replacing Kala J. Neibch, Clerk Typist I, resigned.
13. Daniel E. Lenhart, Janitor in Lincoln-Douglas Halls, at a salary of \$290.00 per month, effective September 2, 1959, replacing Robert Parkison, transferred.
14. Ruth D. Turner, Clerk Stenographer I in the Audio-Visual Center, at a salary of \$200.00 per month, effective September 8, 1959, replacing Davey Dunn, resigned.
15. Mary Beth Gard, Assistant Food Production Manager in Lincoln-Douglas Halls, at a salary of \$450.00 per month, effective August 31, 1959, replacing Robert Shettleroe, Food Production Manager, resigned.
16. Maydean Bailey, Cook's Helper in Lincoln-Douglas Halls, at a salary of \$180.00 per month, effective September 9, 1959, replacing Georgia McCoy, Cook's Helper in the Union, resigned.
17. John P. Davis, Grill Cook in the Union Snack Bar, at a salary of \$255.00 per month, effective September 8, 1959, replacing Franklyn Davis, resigned.
18. Mary S. Gray, Food Production Manager in the Union, at a salary of \$500.00 per month, effective September 14, 1959, replacing Beverly Fulton, resigned.
19. Ruth M. Cox, Cook's Helper in the Union Cafeteria, at a salary of \$180.00 per month, effective September 8, 1959, replacing Helen Keller, promoted.

20. Gertrude L. Sims, Cook's Helper in the Laboratory School, at a salary of \$180.00 per month, effective September 9, 1959, replacing Marjorie Harrison, Cook, resigned.
21. Rosemary Wagle, Cook's Helper in the Laboratory School, at a salary of \$180.00 per month, effective September 9, 1959, replacing Vera Snider, transferred.
22. Idella W. Armstrong, Clerk Typist I in the Business Office, at a salary of \$185.00 per month, effective October 1, 1959, replacing Mary Stillions, transferred.
23. Katherine Thudium, Clerk Typist I in the Office of the Assistant to The Dean of the Faculty, at a salary of \$220.00 per month, effective November 1, 1959, replacing Carolyn Higgs, Clerk Stenographer I, resigned.

D. New Employees in New Positions Previously Approved

1. Helen M. Keller, Cook's Helper in the Union Cafeteria, promoted to Cook at a salary of \$195.00 per month, effective September 1, 1959. (Position approved on July 21, 1958.)
2. Bert R. Spence, Policeman, at a salary of \$325.00 per month, effective July 13, 1959. (Position approved November 17, 1958.)
3. Richard A. Warpenburg, Janitor in the Laboratory School, at a salary of \$290.00 per month, effective September 14, 1959. (Position approved June 8, 1959.)
4. Thelma R. Millage, Maid in Weller Hall, at a salary of \$185.00 per month, effective September 7, 1959. (Position approved July 21, 1958)
5. Mildred L. Toops, Maid in Weller Hall, at a salary of \$185.00 per month, effective September 1, 1959. (Position approved July 21, 1958.)
6. Charles L. Wright, Stores Clerk, at a salary of \$275.00 per month, effective September 21, 1959. (Position approved June 8, 1959.)
7. Mary C. Stillions, Clerk Typist I in the Business Office, promoted to Cashier, at a salary of \$215.00 per month, effective October 1, 1959. (Position approved June 8, 1959.)
8. Correction: In the internal budget, as approved, I provided for a Personnel Assistant I at a salary of \$6,000. The salary is correct but the civil service classification I should have used is Personnel Officer I. The Board is asked to note this correction.
  - a. Charles B. Andrews, Personnel Officer I, at a salary of \$500.00 per month, effective November 1, 1959.

E. New Positions

1. Eastern has not had a licensed plumber on its staff. There is no ordinance in Charleston that requires that all plumbing be done by a licensed plumber, but according to a letter from Dr. Browne, dated August 27, the State Department of Labor points out that under state law we are obliged to have plumbing work done by a licensed plumber.
  - a. In view of this, we felt it mandatory to proceed with this appointment. Following the usual civil service procedures, we appointed Gerrold E. Ewing at the prevailing rate of \$3.60 per

hour, effective October 15, 1959.

2. We were unable to fill two positions in the library which were to have been faculty positions. Part of the work is handled by two part-time Faculty Assistants. In order to provide for the remainder of the work, we requested the University Civil Service System to establish the position of Chief Library Clerk. These changes result in substantial savings.
  - a. This latter position has been filled by Leyla J. Peck, who transferred from a Clerk Stenographer I position in the Library, at a salary of \$300.00 per month effective September 1, 1959.
3. Prior to this fall, one janitor had been assigned to work in all of the dormitories. With the opening of Weller Hall this fall and because of increased duties of cleaning in the kitchen of Lincoln-Douglas Halls (handled last year by a temporary employee), it was found necessary to add a janitor to serve in the new residence halls and Pemberton Hall.
  - a. Robert Parkison, Janitor, has been assigned these duties as of September 1, 1959.
4. In making some changes in administrative offices, we plan to move the Extension Office next to the Public Relations Office. Since they will be located in the same suite of offices, we would like to utilize the same clerical staff for both offices. The Extension Office now has a Clerk Stenographer I for one-half time duty. We request permission to expand this position to full-time. This person will divide his time between the Extension Office and the Public Relations Office, thus caring also for increased needs in the Public Relations Office.
  - a. This position has been filled by Gail James, Clerk Typist I, at a salary of \$220.00 per month effective October 19, 1959.
5. Because of the increased patronage in the Union Cafeteria, we have been obliged to add two kitchen employees beyond the number previously authorized by the board. Both of them were started as Cook's Helpers. Approval of these two positions is requested.
  - a. Mary Ellen Leight, Cook's Helper in the Union Cafeteria, at a salary of \$180.00 per month, effective September 8, 1959.
  - b. Mary M. Swinford, Cook's Helper, transferred from Pemberton Hall to the Union Cafeteria, effective September 1, 1959.

For the information of the board, we are presenting below a table showing the number of food service employees in each of several categories working in each of the several food services:

<u>Classification</u>	<u>Place of Employment</u>					<u>Total</u>
	<u>Union Cafeteria</u>	<u>Snack Bar</u>	<u>Pem. Hall</u>	<u>L-D Hall</u>	<u>Lab. School</u>	
Asst.Fd.Ser.Mgr.	1	-	-	-	-	1
Food Prd.Mgr.	1	-	-	-	-	1
Asst.Fd.Prd.Mgr.	2	-	1	1	-	4
Cook	2	-	2	3	1	8
Cook's Helper	5	-	1	2	2	10
Chef	1	-	-	-	-	1
Kitchen Laborer	1	-	-	-	-	1
Fountain Supervisor	-	1	-	-	-	1
Grill Cook	-	2	-	-	-	2
Baker	1	-	-	-	-	1
Total	14	3	4	6	3	30

6. I find that we have four eight-hour shifts per week when the University Union Building is occupied with no janitor on duty. We also have two days per week when there is no janitor available to clean the Cement Block Building in which the textbook library and certain other facilities are located. Both of these buildings have heavy student use. The Union also has heavy use by the public and we want it to be kept as clean as possible. Permission is requested to add one janitor to our staff to divide his time between the two buildings mentioned, half his salary to be paid from General Revenue and half from Bond Revenue.

F. Changes in Salary

1. Florence M. Bails, Health Service Nurse in the Laboratory School, increased to \$325.00\* per month, effective July 1, 1959.
2. Mary June Bland, Health Service Nurse, increased to \$425.00 per month, effective August 1, 1959.
3. M. Maxine Clayton, Secretary in the Placement Bureau, increased to \$375.00\* per month, effective July 1, 1959.
4. Davey L. Dunn, Clerk Stenographer I in Audio-Visual Center, increased to \$200.00\* per month, effective July 1, 1959.
5. Ernest Judy, Carpenter, prevailing rate increased to \$3.25 per hour, effective September 1, 1959.
6. Elizabeth Lloyd, Temporary Clerk Typist I in the Men's Physical Education Department, increased to \$185.00\* per month, effective July 1, 1959.
7. Mary C. McElwee, Secretary in the Office of the Dean of the Faculty, increased to \$375.00\* per month, effective July 1, 1959.
8. Margaret J. McGurty, Clerk Stenographer I in the Dean of Students Office, increased to \$300.00 per month, effective August 1, 1959.
9. Glenn E. McMillan, Carpenter, prevailing rate increased to \$3.25 per hour, effective September 1, 1959.
10. Helen M. Moltz, Clerk Stenographer I in the Laboratory School, increased to \$290.00 per month, effective August 1, 1959.
11. Leyla J. Peck, Clerk Stenographer I in the Library, increased to \$285.00 per month, effective August 1, 1959.
12. Ann Gray Sidwell, Assistant Food Production Manager in the Union Cafeteria, increased to \$420.00 per month, effective August 1, 1959.
13. Mary C. Stillions, Clerk Typist I in the Business Office, increased to \$185.00 \* per month, effective July 1, 1959.
14. George L. Thomas, Storekeeper, increased to \$435.00 per month, effective August 1, 1959.
15. Jeannette E. Thompson, Clerk Stenographer I in the Business Office, increased to \$200.00\* per month, effective July 1, 1959.
16. Mary E. Thompson, Head Health Service Nurse, increased to \$500.00 per month, effective August 1, 1959.
17. Charles F. Tucker, Storekeeper, increased to \$435.00 per month, effective August 1, 1959.



18. Ruth D. Turner, Temporary Clerk Typist I in the Library, increased to \$185.00\* per month, effective July 1, 1959.
19. Helen J. Whalen, Clerk Stenographer II in the Records Office, increased to \$335.00 per month, effective August 1, 1959.
20. Ruth McGahey, Assistant Food Production Manager in the Union Cafeteria, increased to \$325.00\* per month, effective September 1, 1959.

\*New minimum salary for that classification.

#### G. Changes in Classification

1. Mary June Bland, Health Service Nurse, to Head Health Service Nurse, at a salary of \$435.00 per month, effective September 16, 1959, replacing Mary Thompson, retired.
2. James B. Swann, Jr., Stationary Fireman, to Stationary Engineer at a salary of \$505.00 per month, effective September 1, 1959.
3. Tymon Mitchell, Grill Cook in the Union Snack Bar, to Fountain Supervisor in the Union Snack Bar, at a salary of \$450.00 per month, effective December 1, 1959. Mr. Mitchell is manager of the Snack Bar under the general supervision of the Director of the Union.

#### H. Transferred

1. Palmer Cottingham, Maintenance Repairman, transferred from the Auxiliary Enterprise payroll to the General Revenue payroll as of September 1, 1959.
2. Alice Burrus, Cook's Helper, transferred from Lincoln-Douglas Halls, Bond Revenue 1950, to the University Union Cafeteria, Bond Revenue 1956.
3. Leota Doehring, Cook's Helper, transferred from Lincoln-Douglas Halls, Bond Revenue, 1950, to the University Union Cafeteria, Bond Revenue 1956.
4. Vera G. Snider, Cook's Helper, transferred from the Laboratory School, Auxiliary Enterprises, to Pemberton Hall, Bond Revenue 1956, effective September 1, 1959.

#### I. Negotiated Staff Salaries for 1959-60, effective September 1, 1959

##### 1. General Revenue

CS No.	Name	Classification	58-59 Mo.Sal.	59-60 Mo.Sal.
18	Goble, Roy E.	Janitor Foreman	355	390
21	Baldwin, Basil H.	Janitor	320	345
22	Bishop, Bennie A.	Janitor	320	345
23	Brown, Robert E.	Janitor	320	345
19	Cougill, William M.	Janitor	320	345
165	Duckworth, H. Verle	Janitor	320	345
24	Fidler, Reign S.	Janitor	320	345
101	Fletcher, Earl W.	Janitor	290	315
158	Lane, J. Frank	Janitor	290	315
25	McMillan, Scott	Janitor	320	345
120	Millsap, Roy E.	Janitor	320	345
121	Paddock, Harold L.	Janitor	320	345
16	Reed, Herman T.	Janitor	320	345

CS No.	Name	Classification	58-59 Mo.Sal.	59-60 Mo.Sal.
17	Rennels, Edgar B.	Janitor	320	345
93	Royer, Robert B.	Janitor	320	345
28	Sims, Rex M.	Janitor	320	345
166	Talbott, Alvin M.	Janitor	320	345
128	Waltrip, Russell E.	Janitor	320	345
163	Watkins, Raymond	Janitor	290	315
29	Way, George J.	Janitor	320	345
119	Whitted, Glenn W.	Janitor	290	315
115	Wilson, Kenneth C.	Janitor	320	345
30	York, Charles	Janitor	320	345
--	Warpenburg, Richard	Janitor	290	315
125	Mullen, Earl	Men's Locker Rm.Att.	320	345
36	Baldwin, Clarence	Watchman	320	360
151	Lang, James W.	Watchman	320	360
37	Poulter, James M.	Watchman	320	360
20	Anderson, Bertha W.	Janitress	245	265
26	Moody, Thelma	Janitress	260	265
27	Wuersch, Ruth	Janitress	245	265
164	Spence, Bert R.	Policeman	325	330
94	Mason, Albert B.	Main.Equip.Oper.	335	360
60	Waltrip, Lowell D.	Main.Equip.Oper.	335	360
99	Stanfield, Owen E.	Grounds Gardener	330	355
127	Jenkins, Donald E.	Groundsman	320	345
92	Morris, Raymond W.	Groundsman	320	345
58	Pearcy, John W.	Groundsman	320	345
108	Cottingham, Palmer	Main.Repairman	335	355

The following increases were effective July 1, 1959:

48	Metcalf, C. Donald	Chief Plant. Oper. Eng.	560	600
50	Stirewalt, Levi	Stationary Engineer	490	505
49	Brooks, Robert O.	Stationary Fireman	435	450
53	Swann, James B.	Stationary Fireman	435	450
89	Elston, John W.	Stationary Fireman	435	450
74	Jenkins, Winfred	Stationary Fireman	435	450
51	Nickles, Ralph L.	Stationary Fireman	435	450
54	White, Harry L.	Stationary Fireman	435	450
116	Wilson, Glenn E.	Stationary Fireman	435	450

## 2. Auxiliary Enterprises

131	Wheeler, Minnie N.	Cook	200	215
132	Wagle, Rosemary	Cook's Helper	180	180
91	Sims, Gertrude L.	Cook's Helper	180	180

## 3. Bond Revenue Project 1950

76	Stites, Norma M.	Cook	220	235
147	Wilson, Vennetta N.	Cook	195	215
139	Hacker, Evelyn G.	Cook	195	215

<u>CS No.</u>	<u>Name</u>	<u>Classification</u>	<u>58-59 Mo.Sal.</u>	<u>59-60 Mo.Sal.</u>
141	Bailey, Maydean	Cook's Helper	180	180
137	Fiscus, Bessie	Cook's Helper	180	200
85	Lenhart, Daniel E.	Janitor	290	315
4. Bond Revenue Project 1956				
62	Johns, Ethel	Cook	250	260
64	Johnson, Leatha	Cook	210	225
135	Eagleton, Alice	Cook	240	250
143	Keller, Helen	Cook	195	215
75	Snider, Vera G.	Cook's Helper	195	215
90	Burrus, Alice O.	Cook's Helper	180	200
142	Swinford, Mary M.	Cook's Helper	180	200
95	Doehring, Leota	Cook's Helper	180	200
140	Cox, Ruth M.	Cook's Helper	180	180
134	Leight, Mary Ellen	Cook's Helper	180	180
123	Stivers, Raymond	Kitchen Laborer	250	260
153	Mitchell, Tymon	Grill Cook	240	255
154	Hicks, Gladys	Grill Cook	240	255
155	Davis, John P.	Grill Cook	240	255
63	Smith, Lloyd W.	Chef	310	325
124	Swango, Donald B.	Baker	240	255
--	Parkison, Robert	Janitor	320	345
159	Catron, Raymond	Janitor	320	345
152	Padgett, Clem D.	Janitor	320	345

#### IV. ORGANIZATION

Dean Heller has proposed that we abolish our eight-weeks summer session and our twelve-weeks summer quarter, beginning in the summer of 1960, and have a summer quarter of ten weeks duration. The Dean has developed a plan which would enable us to get the usual 42 class periods within the ten-week quarter. This is made possible by eliminating part of the "float" periods, but partly because we do not have the week of orientation activities, Thanksgiving vacation, etc., as we do in the fall quarter, for example. The Dean feels that we would capture the essential advantages of the twelve-weeks quarter without the severe administrative problems that we have encountered in running a twelve-weeks quarter and an eight-weeks summer session the past two years. There seems to be some evidence that there would be little effect in the total enrollment, but this, of course, is mostly speculative. Under this plan, faculty members who teach during the ten-week session would get paid for two and one-half months instead of two months, as when teaching eight-weeks, or three months when teaching twelve weeks.

I am not ready to recommend the adoption of this proposal because it has not yet had adequate faculty consideration. However, if we were to wait until the January meeting to get board approval, it would be too late to put the plan into effect for the coming summer. Permission of the board is requested to make this change if, after further careful study here, it seems desirable.

#### V. CURRICULUM

For some years, the Curriculum Committee at Eastern has been made up of representatives of several academic areas. These representatives were elected by

the departments in the areas. In my judgment, there was inherent in the system of representation a danger that the representatives would consider the welfare of the departments in the areas they represented, when they should be considering the university program as a whole, with the educational needs of the students always uppermost in mind. For that reason, I suggested about a year ago that the whole matter be studied. A committee I appointed and one appointed by the Committee of Fifteen worked together on this problem for some months, after which the Committee of Fifteen, the Administrative Council, and the President considered and modified their proposals.

As finally adopted, the provisions are that the old Curriculum Committee is abolished and in its place is created a Council on Academic Affairs. Membership on the Council is to consist of six faculty members elected by the faculty at large without regard to their departmental or area affiliations and three members to be chosen by the President. There will be two non-voting members; the Dean of the Faculty, as executive officer, and the Assistant Dean, Admissions and Records, as secretary. The Council will become functional shortly.

## VI. BUILDINGS AND GROUNDS

### A. Married Student Housing Project

#### 1. Change Orders

##### a. Plumbing and Heating Contract - Wentz Plumbing and Heating

Approval is requested for the installation of six valves to make possible shutting off heat in individual wings when repairs to the system may be necessary. The architect recommended the proposal as a reasonable one.

Add \$ 94.00

##### b. General Contract - Mautz & Oren

Approval is requested of an addition to the above contract for furnishing and installing a third hinge on all exterior doors of the apartments. The need for the third hinge was not recognized until the doors were hung and the problem of sagging developed.

Add \$325.00

#### Financial Status of Project:

Balance in Contingency Fund	\$ 1,804.00
Above changes	419.00
Balance in Contingency Fund	<u>\$ 1,385.00</u>

### B. University Union Building

#### 1. Sound System

Permission is requested to have plans and specifications drawn for a sound system in the University Union Building, at a probable cost of between \$2,000 and \$3,000. This would be paid for from Contractual Services, General Revenue. Plans and specifications would be drawn by Brown, Manthei, Davis and Mullins and bids would be ready for consideration of the Board at its January meeting, if permission is granted to proceed.

The use of portable equipment in the Union has been very unsatisfactory from the standpoint of speakers and persons attending various educational conferences we have had there. Plans were included in the original bidding, but the cost was so great (above \$5,000) that we cut out the entire program at that time. The facilities we want to install now are somewhat less pretentious, but we believe they would be very adequate.



### C. Landscaping Project

Plans and specifications were drawn for three areas: (1) Fine Arts Center, (2) University Union Building, and (3) Ford-McKinney-Weller Residence Halls; advertisements were placed and bids solicited and opened on November 2, 1959. The sole bid was submitted by West End Greenhouses, Albert Nordheden, Urbana, Illinois.

The estimate of the landscape architect and the quotations of the bidder are listed below:

	<u>Fine Arts</u>	<u>Union</u>	<u>Res.Halls</u>	<u>Total</u>
Architect Estimate	4230.00	2310.00	2590.00	8670.00
Nordheden Proposal	2889.25	1952.75	1689.00	6531.00

In accordance with the recommendation of the architect, Walter M. Keith, 412 West Washington, Urbana, I request permission to accept the proposal of Mr. Nordheden. (Payable from Contractual Services.)

## IX. MISCELLANEOUS

### A. Wrestling Mat - Men's Physical Education Department

Bids have been received as follows:

1. Harold J. Nichols, Ames, Iowa	\$ 2,025.00
2. Cleve Alexander, Danville, Illinois	2,054.32*
3. Bailey & Himes, Urbana, Illinois	2,440.00*
4. Premier Athletic Products Corp., N.J.	1,990.00*

\*Does not meet specifications

We recommend purchase from Harold J. Nichols at a cost of \$2,025.00, the only acceptable bid, with payment to be made from Equipment funds.

Quincy Doudna  
President

REPORT OF  
ILLINOIS STATE NORMAL UNIVERSITY

November 5, 1959

I. STUDENTS

A. Enrollment for the First Semester, 1959-1960

1. In each column the first figure is the full-time enrollment, exclusive of all part-time students and withdrawals with refunds. The figure in parentheses is the total number of students registered.

	Men and Boys	Women and Girls	Total	Total One Year Ago
a. University				
Graduate	52 ( 180)	17 ( 110)	69 ( 290)	58 ( 240)
Senior	242 ( 254)	266 ( 331)	508 ( 585)	568 ( 652)
Junior	248 ( 255)	371 ( 405)	619 ( 660)	561 ( 597)
Sophomore	271 ( 275)	468 ( 482)	739 ( 757)	664 ( 674)
Freshman	529 ( 534)	852 ( 861)	1381 (1395)	1283 (1297)
Unclassified	2 ( 23)	5 ( 45)	7 ( 68)	15 ( 57)
Special	3 ( 9)	56 ( 66)	59 ( 75)	41 ( 53)
Total College Students on Campus (Equated Enrollment)	1347 (1530)	2035 (2300)	3382 (3830) (3420)	3190 (3570)
b. University High School	237	178	415	418
c. University Elementary School	249	215	464	473
d. Special Education School	<u>63</u>	<u>46</u>	<u>109</u>	<u>114</u>
Total Pupils, Elementary and Secondary	<u>549</u>	<u>439</u>	<u>988</u>	<u>1005</u>
Total	1896	2474	4370	4195
Extension	<u>76</u>	<u>533</u>	<u>609</u>	<u>710</u>
Grand Total	1972	3007	4979	4905

2. Enrollment in extension courses, the departmental courses offered, the centers, and the instructors, are here presented for the first semester of 1959-1960 school year.

<u>Center</u>	<u>Course</u>	<u>Instructor</u>	<u>Enrollment</u>
Clinton	Ed. E208 Elementary-School Tests and Measurements	Burton C. Kelly	27
Decatur	*Ed. E401 Introduction to Research	William R. Lueck	8
Decatur	*Geog. E308 Organization of Instructional Materials in Geography	Clarence W. Sorensen	16
East Peoria	Eng. E273 Verse for Children	Vermell Wise	56
Gibson City	Sci. E220 Natural Science	Harry O. Jackson	24
Joliet	Soc. Sci. E254 International Relations	Harold L. Nieburg	20**

<u>Center</u>	<u>Course</u>	<u>Instructor</u>	<u>Enrollment</u>
Kankakee	Ed. E240 Audio-Visual Education	Clarence H. Kurth	45
Kewanee	*Ed. E405 Guiding Learning in the Elementary School	Helen M. Nance	16
Lincoln	Math. E201 Arithmetic for the Elementary Grades	Albert H. Eckert	56
Ottawa	Ph. Ed. E221 Physical Education for Elementary Schools	Clifford E. Horton	49
Ottawa	*Math. E301 Teaching of Arithmetic	Francis R. Brown	14
Pana	*Soc. Sci. E358 Public Opinion and Propaganda	Benjamin J. Keeley	10
Pekin	*Eng. E330 Nineteenth-Century American Literature	Howard I. Fielding	17
Peoria	*Geog. E323 Western Europe	Arthur H. Watterson	12
Pontiac	Art E200 Art Materials for Elementary Schools	William R. Lidh	43
Princeton	Music #241 Music Education in the Elementary Grades	Lyle M. Young	33
Roanoke	*Ed. E193, 293, 300 Education Workshop	Leo E. Eastman	23
Springfield	Sci. E220 Natural Science	J. Louis Martens	45
Springfield	Eng. E254 World Literature	Victor E. Gimmetstad	20
Springfield	*Home Ec. E308 Family and Child Devel.	Florence Davis	13
Streator	*Sci. E303 Teaching of Science in the Elementary Schools	Loren W. Mentzer	28
Watseka	Ed. E203 Philosophy of Education	Homer T. Knight	34
Total First Semester, 1959-1960			609
*Graduate course			
**Unofficial total as enrollment is incomplete			

#### B. Enrollment for Summer Session, 1959

##### 1. Eight-Week Session (including short sessions during eight-week session)

	Men and Boys	Women and Girls	Total	Total One Year Ago
a. University				
Graduate	290 ( 365)	143 ( 257)	433 ( 622)	395 ( 511)
Senior	226 ( 240)	321 ( 377)	547 ( 617)	370 ( 444)
Junior	88 ( 92)	199 ( 268)	287 ( 360)	358 ( 424)
Sophomore	60 ( 63)	107 ( 144)	167 ( 207)	178 ( 203)
Freshman	37 ( 44)	61 ( 77)	98 ( 121)	161 ( 170)
Unclassified	37 ( 54)	89 ( 279)	126 ( 333)	132 ( 346)
Special	42 ( 52)	29 ( 42)	71 ( 94)	92 ( 107)
Total College Students on Campus	780 ( 910)	949 (1444)	1729 (2354)	1686 (2205)
b. University High School	262	219	481	425
c. University Elementary School	253	194	447	401
d. Special Education School	71	53	124	137
Total Pupils, Elementary and Secondary	586	466	1052	963
Total	1366	1415	2781	2649
Extension	17	481	498	606
Grand Total	1383	1896	3279	3255

## 2. Post Session - University

One-week Courses		21	21	32
Two-week Courses	147	132	279	262
Three-week Courses	126	174	300	257
Total	<u>273</u>	<u>327</u>	<u>600</u>	<u>551</u>

3. Enrollment in extension courses, the departmental courses offered, the centers, and the instructors, are here presented for the summer session of 1959.

<u>Center</u>	<u>Course</u>	<u>Instructor</u>	<u>Enrollment</u>
<u>June 8 - June 26</u>			
Cambridge	Physical Education for Elementary Schools E221	Bernice Frey	37
Decatur	Oral Reading E243	Ruth Yates	28
East Peoria	Music Workshop E193, E293	Lyle M. Young	32
Havana	Arithmetic for the Elementary Grades E201	Albert Eckert	18
Kankakee	Crafts for Elementary Schools E201	Edwin Niemi	40
Ottawa	Social Science Workshop E193, E293	Thalia Tarrant	19
Peoria	Crafts for Elementary Schools E201	John Wesle	36
Princeton	Elementary School Tests and Measurements E208	Burton Kelly	28
Springfield	Natural Science E219	J. Louis Martens	25
White Hall	Survey of English Literature E122	Ruth Ivey	17
<u>June 29 - July 17</u>			
Cambridge	Natural Science E219	J. Louis Martens	16
Danville	Arithmetic for the Elementary Grades E201	Albert Eckert	29
East Peoria	Physical Education for Elementary Schools E221	Burton O'Connor	11
Joliet	Music Workshop E193, E293	Lyle M. Young	27
Morris	Survey of English Literature E122	Ruth Ivey	25
Onarga	Crafts for the Elementary School E201	Edwin Niemi	26
Ottawa	Crafts for the Elementary School E201	John Wesle	31
Springfield	Oral Reading E243	Ruth Yates	27
Streator	Elementary School Tests and Measurements E208	Burton Kelly	15
Virginia	Social Science Workshop E193, E293	Thalia Tarrant	14
<u>August 10 - August 21</u>			
Morris	Geography of Illinois E212	James Patterson	<u>30</u>

Total Summer Session Extension 1959 531

- C. Total number of different persons registered on and off campus during the 1958 summer session and the 1958-1959 school year. This is an increase of 1092 over the 1957-1958 school year.

	<u>Men and Boys</u>	<u>Women and Girls</u>	<u>Total</u>
University	2189	3119	5308
Extension	146	1418	1564
High School	368	280	648
Elementary Grades	<u>601</u>	<u>525</u>	<u>1126</u>
Total	3304	5342	8646



#### D. Per Capita Cost for University Year, 1958-1959

1. Total semester hours of credit enrolled, including campus credit and extension credit.

	<u>Semester Hours Enrolled</u>
Summer 1958 - On campus	14,931
Summer 1958 - Extension	2,007
First Semester 1958-1959 - On campus	51,371
First Semester 1958-1959 - Extension	2,130
Second Semester 1958-1959 - On campus	48,326
Second Semester 1958-1959 - Extension	1,734
	<u>120,499</u>

120,499 semester hours divided by 32 semester hours (average annual student load) gives 3,766 students as the basic figure for computing per capita cost.

2. Cost of operating the University for the year beginning July 1, 1958, and ending June 30, 1959, excluding Permanent Improvements, Auxiliary Enterprises, Self-Liquidating Dormitories, University Retirement System, major repairs, and major purchases of equipment was \$4,204,306.52.
3. Computation of Per Capita Cost

$$\text{Total expenditures } \$4,204,306.52 \div 3766 = \$1,116.39^*$$

\*It should be noted that our very essential work in preparing for teachers in the area of Special Education, especially with the handicapped, is fairly expensive and thus increases considerably our per capita costs. Furthermore, if you would look at the enrollment figures in this report, you will note that our total cost takes care of 1213 (4979 - 3766) more students than are used in figuring the per capita cost. A large portion of the 1213 are our laboratory school pupils who are most essential in preparing our teachers of the future.

#### E. Scholarship Students

	<u>Summer 1959</u>	<u>First Semester 1959</u>
Teachers College Scholarships	486	2,149
State Military Scholarships	151	154

#### F. 1959 August Graduates

1. At the August 7, 1959, commencement there were 150 undergraduate students and 69 graduates who received appropriate degrees and diplomas.

#### Summary of Undergraduate Division Groups

Agriculture	1	Health and P. E. (Women)	4
Biological Science	4	Home Economics	2
Business Education	10	Industrial Arts	11
Elementary	60	Junior High School	5
English	11	Mathematics	7
Foreign Language	2	Music	7
Geography	1	Physical Science	4
Health and P. E. (Men)	9	Social Science	6
		Special Education	6
Total August Bachelors Graduates	150		
Total August Masters Graduates	69		
Total August Graduates	<u>219</u>		

### III. FACULTY

#### A. Alterations in Summer Session Faculty 1959

##### 1. Change in June Report

	<u>June</u>	<u>July</u>	<u>August</u>
Norton, Stanley K.	- - -	- - -	\$940.00

##### 2. Additions to June Report

Gillis, John W.	- - -	- - -	200.00
Steinburg, Charles Louis	- - -	- - -	660.00

#### B. Resignations

1. Dr. Chester A. Bain, Associate Professor of History, effective September 1959, in order to accept a position as Foreign Service Officer with the United States Information Agency.
2. Miss Bobbie L. Callaway, Instructor and Resident Director of Walker Hall, effective September 1959, in order to accept a position at Southern Illinois University.

#### C. Leave of Absence

1. Dr. Herbert R. Hiett, Professor of English and Head of the Department of English, effective October 31, 1959, for health reasons. (As Head of the Department of English, Mr. Hiett has tendered his resignation because the doctors feel that, even when he comes back to full-time work, he should not again accept the responsibilities of a department head. Consequently, we are at this time seeking a new head of the Department of English and hope that we can recommend someone to the Board not later than September 1, 1959.)

#### D. Change in Assignment and Salary

1. Dr. Allie Ward Billingsley, Assistant Professor of Foreign Languages, to serve as Acting Head of the Department of Foreign Languages, effective from September 1959 until a Head is appointed, at a salary of \$880.00 per month (\$40.00 a month in addition to her regular salary for the time she serves as Acting Head), to take the place of Dr. Jennie A. Whitten, retired.

#### E. Appointments

##### 1. Reinstatements

- a. Mrs. Ruth Daly, as a part-time Instructor in Foreign Languages, effective September 1959 for the 1959-1960 school year, at a monthly salary rate of \$400.00, to teach some of the classes of Dr. Jennie A. Whitten, retired.
- b. Dr. F. Russell Glasener, as a part-time Professor of Economics, effective September 1959 for as much of the 1959-1960 school year as he is needed, at a monthly salary rate of \$400.00, due to our inability to fill one of the positions in the Social Science Department.
- c. Mrs. Candace Helgeson, as a substitute teacher in the Department of English, effective September 1959 for the first semester only, at a salary rate of \$540.00 per month, to take care of extra sections in Freshman English.

- d. Miss Dorothy Hinman, as a part-time teacher in Library Science, effective September 1959 for the 1959-1960 school year, at a monthly salary rate of \$176.00.
- e. Dr. Frank Holmes, as a substitute teacher on a part-time basis in the Department of Education and Psychology, effective September 1959 for the first semester only, at a salary rate of \$150.00 per month, to take part of the work of Mr. Harold Paulson, resigned.
- f. Mrs. Helen Keeley, as a part-time faculty assistant in the library, effective November 9, 1959 for a period not to exceed five months, at a salary rate of \$250.00 per month, to finish the reclassification and recataloging of the collections necessitated by the consolidation of the Special Education Library with the Metcalf Elementary School Library.
- g. Dr. Fred S. Sorrenson, as part-time Professor of Speech, effective February 1, 1960 for the second semester only, at a salary rate of \$455.00 per month, due to increased number of students in speech sections and also in order to take part of the work of Miss Dorothy Eckelmann, on leave.

## 2. Replacements

- a. Mrs. Martha Bickley, as a part-time Faculty Assistant in Housing, effective September 1959 for the 1959-1960 school year, at a salary rate of \$300.00 per month, \$2700.00 for the nine months of the school year, to take some of the work of Miss Isabelle Terrill, on leave.
- b. Mr. John P. Casey, as Assistant Professor of Education, effective September 1959, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months, to take the place of Mrs. Dorothy Hostettler, on temporary appointment. Mr. Casey has a bachelor's degree from Bethany College in West Virginia, and a master's from the University of Pittsburgh. For the past nine years he has been on the staff of West High School in Columbus, Ohio.
- c. Mrs. Phyllis Day, as Faculty Assistant and Assistant Director of Fell Hall, effective September 1, 1959, at a salary rate of \$400.00 per month, \$4,000.00 for the ten months' school year for which this appointment is made, to take the place of Mrs. Shirley Wood, resigned.
- d. Miss Eleanor M. Eckert, as Assistant Professor of Education, Director of Women's Residence Halls, and Assistant Dean of Women, effective September 1, 1959 to August 31, 1960, at a salary rate of \$600.00 per month, \$7200.00 for the year for which this appointment is made, to take the place of Mrs. Florence Ingrham, on temporary appointment. Miss Eckert has a bachelor's degree from Cornell University and a master's from Teachers College, Columbia University. For the past five years she has been on the faculty of Temple University.
- e. Dr. John W. Gillis, as Assistant Professor of Psychology, and Assistant Dean of Men, effective September 1959, at a salary rate of \$800.00 per month, \$9600.00 for the twelve months period, to take the place of Dr. Stanley K. Norton, transferred to a full-time teaching assignment. Dr. Gillis has bachelor's and master's degrees from the University of Illinois, and a doctor's from Purdue University. For the past year he has been a student at the University of London, Institute of Education.

- f. Mr. Gerald Hartdagen, as Instructor in Social Science, effective September 1959, at a salary rate of \$680.00 per month, \$6120.00 for the school year of nine months, to take the place of Dr. Chester Bain, resigned. Mr. Hartdagen has a bachelor's degree from the University of Maryland and a master's from Northwestern University. For the past two years he has been a Danforth Fellow at Northwestern University.
- g. Mr. Henry J. Hermanowicz, as Assistant Professor of Education and Coordinator of Off-Campus Student Teaching, at a salary rate of \$800.00 per month, \$7200.00 for the school year of nine months, to take the place of Dr. Cecilia J. Lauby, transferred to another position. Mr. Hermanowicz has bachelor's and master's degrees from Northern Illinois University, and is a candidate for the doctor's degree at Teachers College, Columbia University. For the past year he has been associated with Field Enterprises in Chicago.
- h. Miss Lucile Hyneman, as Instructor in English, effective September 1959, at a salary rate of \$680.00 per month, \$6120.00 for the school year of nine months, to take the place of Miss Ruth A. Ivey, on leave. Miss Hyneman has a bachelor's degree from Illinois Wesleyan University, and a master's from Columbia University. For the past twenty years she has lived in England and has done private teaching of English as a foreign language to foreigners.
- i. Dr. Helene Kauder, as part-time Assistant Professor of Foreign Languages, effective September 1959, at a salary rate of \$400.00 per month, \$3600.00 for the school year of nine months, to take some of the classes of Dr. Jennie A. Whitten, retired. Mrs. Kauder has master's and doctor's degrees from Radcliffe College.
- j. Miss Adeline L. Levin, as Assistant Professor of Health and Physical Education, effective September 1959, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months, to take the place of Dr. Sammie H. Ross, resigned. Miss Levin has a bachelor's degree from the University of Minnesota and a master's from Columbia University. For the past six years she has been on the faculty of Wisconsin State College, River Falls.
- k. Mr. Alfred T. Mayfield, as Instructor in English, effective September 1959 at a salary rate of \$660.00 per month, \$5940.00 for the school year of nine months, to take the classes of Dr. Herbert R. Hiett, on leave. Mr. Mayfield has bachelor's and master's degrees from the University of Wisconsin, and is a candidate for the Ph.D. degree at the University of California.
- l. The following students are recommended for approval as faculty assistants to carry out the program and serve in places used in past years at a salary rate of \$125.00 per month, \$1125.00 for the 1959-1960 school year.
  - (1) Mrs. Julia Bates, Education and Psychology, 1st semester only
  - (2) Larry Dean Blakeney, President's Office
  - (3) Richard Bruno, Health and Physical Education for Men
  - (4) John H. Cherry, Biological Science
  - (5) Marilyn M. Crabtree, Audio-Visual Education
  - (6) Robert J. Eudeikis, Health and Physical Education for Men
  - (7) Daniel R. Owen, Education and Psychology
  - (8) Robert F. Schneider, Biological Science



- m. The following students are recommended for approval as faculty assistant counselors to carry out the program and serve in places used in past years at a salary rate of \$120.00 per month, effective November 1, 1959 through June 11, 1960.

- (1) Ronald N. Dean, Dunn Hall
- (2) Carol Ensign, Walker Hall
- (3) John W. Hinds, Dunn Hall
- (4) Ross Rosenthal, Dunn Hall
- (5) Donald J. Wisthuff, Dunn Hall

### 3. New Position

- a. Dr. Ralph L. Smith, as Associate Professor of Speech and Director of Radio and Television Programs, effective September 1959, at a salary rate of \$900.00 per month, \$9900.00 for the eleven months for which this appointment is made. Dr. Smith has a bachelor's degree from the State Teachers College at Buffalo, New York, a master's from the State University of Iowa, and a doctor's from the University of Wisconsin. For the past ten years, he has been on the staff of the State University of New York College at Buffalo.

## III. OTHER SCHOOL EMPLOYEES

### A. Resignations

1. Mrs. Eleanor Antenen, as Assistant Personnel II in the Testing Service, effective August 7, 1959, due to moving out of town.
2. Mrs. Mary Kathleen Beales, as Clerk Typist II in the President's Office, effective July 17, 1959, due to moving out of the state.
3. Mrs. Jacqueline Clay, as Clerk Stenographer III in the Student Union, effective August 21, 1959, due to moving out of town.
4. Mrs. Johann E. Dean, as Switchboard Operator, effective August 21, 1959, due to moving out of town.
5. Mrs. Sudie Draper, as Dining Room Cashier in the Student Union, effective October 1, 1959, due to not being interested in new classification.
6. Miss Mary Annette Feist, as Assistant Fountain Supervisor in the Student Union, effective August 6, 1959, in order to accept other employment.
7. Miss Carolyn Franke, as Clerk Typist II in the Biological Science Office, effective September 5, 1959, in order to attend graduate school.
8. Mr. Walter Hester, as Maintenance Worker, effective October 10, 1959, in order to accept other employment.
9. Mrs. Wanita M. Frazier, as Clerk Stenographer I in the Metcalf School, effective September 4, 1959, due to moving out of town.
10. Mr. George P. Jones, as Kitchen Laborer, effective at noon July 13, 1959, for personal reasons.
11. Mrs. Norma Ellen Leskovisek, as Clerk Typist II in the Special Education Office, effective September 18, 1959, for personal reasons.

12. Mrs. Donna Olsen, as Clerk Stenographer I in the Men's Physical Education Department, effective August 14, 1959, due to moving out of town.
13. Mrs. Charlene A. Saunders, as Library Clerk II, effective July 31, 1959, due to moving out of town.
14. Miss Nancy Snearly, as Clerk Stenographer I in the Office of the Dean of Men, effective August 18, 1959, in order to be married.

B. Dismissal During Probationary Period

1. Miss Bonita Hale, Assistant Food Service Manager, effective August 21, 1959, due to failing to demonstrate the ability and qualifications necessary to furnish satisfactory service.
2. Mrs. Velma Kampf, Clerk Typist III in the Student Union, due to failing to demonstrate the ability and qualifications necessary to furnish satisfactory service, effective September 4, 1959.
3. Mr. Edward E. Kilmartin, Photographer I in the Publicity Office, effective September 25, 1959, due to failure to demonstrate the ability and the qualifications necessary to furnish satisfactory service.

C. Disability Leave Continued

1. Mr. John J. Fenton, Stationary Fireman, from September 1, 1959, for an indefinite period.

D. Disability Leaves

1. Mrs. Laura E. Berry, Cook, from June 10, 1959 to September 8, 1959.
2. Mrs. Nora B. Miller, Cook, from September 22, 1959 to March 17, 1960.
3. Mrs. Alma Shipley, Janitress, from June 25, 1959 to January 1, 1960.
4. Mr. William Unger, Stationary Fireman, effective September 14, 1959, for an indefinite period.

E. Change in Classification

1. Mrs. Hilda Efford, from Chief Clerk in the University High School, to secretary (Stenographic) in the University High School, effective July 1, 1959.

F. Change in Rate

1. Mrs. Emma Jean Black, Clerk Typist II in the Business Office, from \$260.00 per month to \$275.00 per month, effective October 1, 1959, due to having completed her probationary period.
2. Mr. Cleo Burke, Stationary Fireman Helper, from \$360.00 per month to \$400.00 per month, effective October 20, 1959, due to having completed his probationary period.
3. Mr. Arthur L. Garrison, Plumber, from a per hour rate of \$3.50 to \$3.70, \$629.00 per month, effective July 1, 1959.
4. Mr. C. Truman Reynolds, Electro-Acoustic Technician, from a salary rate of \$370.00 per month to \$380.00 per month, effective October 1, 1959, due to having completed his probationary period.

5. Mr. Walter F. Stowers, Grounds Gardener, from a salary rate of \$300.00 per month to \$330.00 per month, effective July 2, 1959, due to having completed his probationary period.
6. Mr. William M. Unger, Stationary Fireman, from a salary rate of \$435.00 per month to \$450.00 per month, effective July 1, 1959.

#### G. Change in Classification and Rate

1. Mrs. Katherine G. Bourgerie, from Clerk Typist I in the Special Education Office at a salary rate of \$240.00 per month, to Clerk Typist II in the Publicity Office and the Office of the Department of Foreign Languages, at a salary rate of \$250.00 per month, retroactive to August 19, 1959.
2. Mr. Eugene L. Craft, from Stationary Fireman Helper at a salary rate of \$410.00 per month, to Stationary Fireman at a salary rate of \$450.00 per month, effective July 1, 1959; and from Stationary Fireman at a salary rate of \$450.00 per month, to Stationary Engineer at a salary rate of \$505.00 per month, effective September 20, 1959.
3. Mrs. Felice Haug, from Clerk Stenographer II in the Art Department Office at a salary rate of \$300.00 per month, to Clerk Stenographer III at a salary rate of \$305.00 per month, effective November 1, 1959.
4. Miss Rae Ann Reamer, from Clerk Typist II in the Industrial Arts and Home Economics Departments, at a salary rate of \$225.00 per month, to Clerk Stenographer II at a salary rate of \$240.00 per month, due to having completed her probationary period.
5. Miss Yvonne R. Wierman, from Clerk Typist I in the Registrar's Office at a salary rate of \$250.00 per month, to Clerk Typist II at a salary rate of \$260.00 per month, effective October 1, 1959.

#### H. Appointments (Replacement)

1. Mr. Hyle Atkins, as Photographer I in the Publicity Office, at a salary rate of \$335.00 per month, effective September 30, 1959, to take the place of Mr. Edward E. Kilmartin, dismissed during probationary period.
2. Mrs. Burdetta Ann Bacon, as Clerk Typist II in the Special Education Office, at a salary rate of \$255.00 per month, effective September 15, 1959, to take the place of Mrs. Norma Ellen Leskovisek, resigned.
3. Mrs. Bobbie A. Bailey, as Janitress, at a salary rate of \$215.00 per month, effective August 17, 1959, to take the place of Mrs. Alma Shipley, on leave.
4. Mr. Edward Black, as Chief Clerk in the Audio Visual Office, at a salary rate of \$325.00 per month, effective July 17, 1959, to take the place of Mrs. Hilda Efford, transferred.
5. Mrs. Willene F. Darlington, as Library Clerk II, at a salary rate of \$240.00 per month, effective July 15, 1959, to take the place of Mrs. Charlene Saunders, resigned.
6. Mrs. Alice C. Forrest, as Clerk Stenographer II in the Office of the Department of Business Education, at a salary rate of \$240.00 per month, effective September 10, 1959, to take the place of Mrs. Mary Beales, transferred to another office.

7. Mrs. Joyce Fredericks, as Clerk Stenographer II in the Biological Science Department, at a salary rate of \$230.00 per month, effective October 5, 1959, to take the place of Miss Carolyn Franke, resigned.
8. Mrs. Phyllis B. Gumbrell, as Assistant Personnel II in the Testing Service, at a salary rate of \$270.00 per month, effective August 5, 1959, to take the place of Mrs. Eleanor Antenen, resigned.
9. Mr. Donald K. Hastings, as Swimming Pool Tender, at a salary rate of \$300.00 per month, effective September 11, 1959, to take the place of Mr. Raymond Deavers, in military service.
10. Mrs. Margaret Hughes, as Clerk Stenographer III at the Student Union, at a salary rate of \$265.00 per month, effective September 15, 1959, to take the place of Mrs. Velma L. Kampf, dismissed during probationary period.
11. Mrs. Elaine Johnson, as Clerk Typist I in the Office of the Dean of Men, at a salary rate of \$210.00 per month, effective August 12, 1959, to take the place of Miss Nancy Snearly, resigned.
12. Mrs. Velma L. Kampf, as Clerk Typist III in the Student Union, at a salary rate of \$260.00 per month, effective August 12, 1959, to take the place of Mrs. Jacqueline Clay, resigned.
13. Mrs. Nancy K. Pierce, as Clerk Typist II in the Health Service, at a salary rate of \$230.00 per month, effective August 31, 1959, to take the place of Mrs. Gloria D. Jenkins, resigned.
14. Mrs. Joyce M. Reeser, as Clerk Stenographer I in the Metcalf School, at a salary rate of \$215.00 per month, effective September 3, 1959, to take the place of Mrs. Wanita Frazier, resigned.
15. Mrs. Rosamond C. Robbins, as Assistant Fountain Supervisor at the Student Union, at a salary rate of \$240.00 per month, effective August 10, 1959, to take the place of Miss Mary Feist, resigned.
16. Mrs. Carol A. Schomas, as Clerk Typist I in the Department of Health and Physical Education for Men, at a salary rate of \$220.00 per month, effective August 24, 1959, to take the place of Mrs. Donna Olsen, resigned.
17. Miss Ruth A. Springer, as Clerk Stenographer III in the Special Education Building, at a salary rate of \$285.00 per month, effective October 15, 1959, to take the place of Mrs. Katherine G. Bourgerie, transferred to another office.
18. Mr. James W. Stewart, as Utility Laborer, at a salary rate of \$325.00 per month, effective October 1, 1959, to take the place of Mr. Lincoln West, retired. (Position reclassified from Maintenance Worker to Utility Laborer.)
19. Mr. Barth Weistart, as Accountant I in the Business Office, at a salary rate of \$400.00 per month, effective July 27, 1959, to take the place of Mr. Leo Myers, resigned.
20. Mrs. Lorna M. Winnell, as Switchboard Operator, at a salary rate of \$220.00 per month, effective September 8, 1959, to take the place of Mrs. Johann Dean, resigned.

#### I. Appointments (New Position)

1. Mr. Harry Carl Barnhill, as Janitor, at a salary rate of \$290.00 per month, effective July 7, 1959.



2. Miss Judy Gaines, as Clerk Stenographer II in the Department of Agriculture, at a salary rate of \$240.00 per month, effective August 3, 1959. (Due to an increase in the positions in the offices of the Departments of Geography and Agriculture from 50 percent to 100 percent time.)
3. Mr. Floyd E. Durflinger, as Janitor, at a salary rate of \$290.00 per month, effective July 20, 1959.
4. Mrs. Wynona Gillett, as Clerk Stenographer II in the Office of the Recorder, effective October 12 for approximately five weeks, at a monthly salary rate of \$250.00, to take the place of Miss Ferne Melrose, who is ill. Miss Melrose is on the academic staff. Therefore, this position on a non-academic basis is a new temporary position.
5. Mrs. Marie E. McElhiney, as Accounting Clerk I in the Business Office, at a salary rate of \$250.00 per month, effective September 8, 1959.

J. New Positions Requested

1. A new accounting Clerk I position is requested because work in our accounting division of the Business Office has increased tremendously in recent years. The addition of new bond revenue projects and other functions such as Series 1957 Bond Fund, ISNU Student Loan Fund, University Foundation, National Defense Student Loan Fund, Series 1959 Bond Fund has so involved the present staff that it has become impossible to keep the required records and reports on a current basis.
2. A new Clerk Stenographer II position in Milner Library is needed due to the constantly increasing work load, which can no longer be handled by one employee. The addition of new stacks to the library and increased ordering is of primary importance to the growth and use of the library. In addition, the multiplicity of clerical functions, which are a part of a departmental operation, make necessary an additional position to insure the satisfactory continuation of library service which the University has established. This request has been reviewed by the Nonacademic Personnel Office and the President's Office and is recommended for approval.

K. Classified Employees for 1959-1960

1. Classified employees for whom salaries were covered by Union agreements which extend to June 30, 1961, payable from General Revenue Fund.

Position Number (I-CS)*	Name	Salary Month	1958-1959 Year		Salary Month	1959-1960 Year
<u>Janitor</u>						
307	Barnhill, Harry C.	290.00	3480.00	9/1/59 12/10/59	315.00 345.00	 3890.00
258	Cottone, Anthony F.	320.00	3840.00		345.00	4140.00
259	Dixon, Richard C.	320.00	3840.00		345.00	4140.00
89	Dunn, Ollie	320.00	3840.00		345.00	4140.00
306	Durflinger, Floyd E.	290.00	3480.00	9/1/59 12/18/59	315.00 345.00	 3777.00
100	Gaines, Duane J.	320.00	3840.00		345.00	4140.00

\* The designation I-CS is used for Civil Service positions with the "I" designating Illinois State Normal University, and "CS" meaning Civil Service. This designation ordinarily precedes all numbers for employees when referred to separately.

153	Goben, Millard	320.00	3840.00		345.00	4140.00
93	Hunter, Eugene A., Jr.	320.00	3840.00		345.00	4140.00
90	Hunter, Eugene F., Sr.	320.00	3840.00		345.00	4140.00
191	Keiser, Louis F.	320.00	3840.00		345.00	4140.00
91	King, Edgar	320.00	3840.00		345.00	4140.00
136	Lee, Harvey	320.00	3840.00		345.00	4140.00
245	Leuchtenberg, Wayne F.	320.00	3840.00		345.00	4140.00
107	Maddux, Guy M.	320.00	3840.00		345.00	4140.00
24	Mallory, Louis	320.00	3840.00		345.00	4140.00
92	Mays, Richard T.	320.00	3840.00		345.00	4140.00
105	Meredith, Richard M.	320.00	3840.00		345.00	4140.00
213	Moore, Sol, Jr.	320.00	3840.00		345.00	4140.00
238	Neal, Leonard E.	320.00	3840.00		345.00	4140.00
96	Scott, Willis	320.00	3840.00		345.00	4140.00
260	Snell, Melvin	320.00	3840.00		345.00	4140.00
261	Stearns, Sylvester A.	320.00	3840.00		345.00	4140.00
95	Thompson, Emmett	320.00	3840.00		345.00	4140.00
<u>Janitress</u>						
110	Bailey, Bobbie A.	215.00	2580.00	9/1/59	235.00	
				1/17/60	265.00	2612.00
268	Campbell, Olive	245.00	2940.00		265.00	3180.00
111	Dunn, Elmina	245.00	2940.00		265.00	3180.00
98	Dunn, Teresa	245.00	2940.00		265.00	3180.00
101	Ferguson, Jessie	245.00	2940.00		265.00	3180.00
104	Garver, Beulah	245.00	2940.00		265.00	3180.00
174	Halsey, Cleo C.	245.00	2940.00		265.00	3180.00
193	Miller, Beulah	245.00	2940.00		265.00	3180.00
97	Thomas, Eva	245.00	2940.00		265.00	3180.00
<u>Janitor Foreman</u>						
292	Schwoerer, Lambert	355.00	4260.00		390.00	4680.00
<u>Distribution Clerk</u>						
290	Rockel, Claude	325.00	3900.00		350.00	4200.00
<u>Groundsman</u>						
119	Collins, Thomas	320.00	3840.00		345.00	4140.00
279	Blunk, Raymond M.	320.00	3840.00		345.00	4140.00
120	Coon, Carl E.	320.00	3840.00		345.00	4140.00
185	Green, Grover	290.00	3480.00	9/1/59	315.00	
				10/24/59	345.00	4000.00
121	Hinthorn, George	320.00	3840.00		345.00	4140.00
123	Lanham, Paul	320.00	3840.00		345.00	4140.00
122	Mallory, George	320.00	3840.00		345.00	4140.00
<u>Grounds Gardener</u>						
126	Stowers, Walter F.	330.00	3960.00		355.00	4260.00
<u>Grounds Foreman</u>						
293	Erbe, John H.	330.00	3960.00		390.00	4680.00
<u>Policeman</u>						
113	Moews, Frank X.	335.00	4020.00		360.00	4320.00
262	Pattison, John W.	335.00	4020.00		360.00	4320.00
114	Raney, Robert	335.00	4020.00		360.00	4320.00
115	Schroeder, August C.	335.00	4020.00		360.00	4320.00
199	Wines, Marvin, Sr.	335.00	4020.00		360.00	4320.00
<u>Laundry Worker</u>						
143	Campbell, Lyda	260.00	3120.00		275.00	3300.00
142	Lamb, Minnie V.	260.00	3120.00		275.00	3300.00

<u>Laundry Foreman</u>					
141	Winstead, Eugene	320.00	3840.00	345.00	4140.00
<u>Driver</u>					
127	Hughes, Duane	360.00	4320.00	385.00	4620.00
128	Lanham, Clarence	360.00	4320.00	385.00	4620.00
<u>Assistant Farmer</u>					
23	Cole, Russell M.	285.00	3420.00	310.00	3720.00
146	Gillis, Ruel G.	285.00	3420.00	310.00	3720.00
148	Graves, Paul	292.00	3504.00	310.00	3720.00
145	Stiles, Fred	285.00	3420.00	310.00	3720.00
133	Stiles, Harold	285.00	3420.00	310.00	3720.00
154	Webster, Harold	292.00	3504.00	310.00	3720.00
<u>Maintenance Repairman</u>					
135	Johnson, James M.	340.00	4080.00	365.00	4380.00
<u>Maintenance Worker</u>					
239	Gaisford, LaVere W.	335.00	4020.00	360.00	4320.00
136	Henry, Ivo	335.00	4020.00	360.00	4320.00
272	Hester, Walter N.	335.00	4020.00	360.00	4320.00
137	Kistner, Stanley	335.00	4020.00	360.00	4320.00
<u>Maintenance Equipment Operator</u>					
226	Monical, William	335.00	4020.00	360.00	4320.00
225	Worthington, Willis	335.00	4020.00	360.00	4320.00
<u>Equipment Attendant</u>					
140	Farris, John B.	320.00	3840.00	345.00	4140.00
<u>Men's Locker Room Attendant</u>					
73	Bonds, Floyd J.	320.00	3840.00	345.00	4140.00
<u>Chief Plant Operating Engineer</u> (Effective July 1, 1959)					
85	Monninger, Robert C.	560.00	6720.00	600.00	7200.00
<u>Stationary Engineer</u> (Effective July 1, 1959)					
116	Craft, Eugene L.	410.00	4920.00	7/1/59 9/20/59	450.00 505.00 5931.00
173	Dithen, Arthur W.	490.00	5880.00	505.00	6060.00
<u>Stationary Fireman</u> (Effective July 1, 1959)					
222	Brady, James P.	435.00	5220.00	450.00	5400.00
117	Farmer, Roy R.	435.00	5220.00	450.00	5400.00
88	Kraatz, John A.	435.00	5220.00	450.00	5400.00
94	Thommen, Fred	435.00	5220.00	450.00	5400.00
<u>Stationary Fireman Helper</u> (Effective July 1, 1959)					
118	Burke, Cleo W.	360.00	4320.00	7/1/59 10/20/59	375.00 400.00 4750.00
<u>Electrician</u> (Prevailing Rate - \$3.45 per hour)					
237	Remsburg, Carlton	561.00	6732.00	586.50	7038.00
129	Zimmerman, Christian	561.00	6732.00	586.50	7038.00
<u>Painter</u> (Prevailing Rate - \$3.30 per hour)					
131	Karr, Gordon D.	518.50	6222.00	561.00	6732.00
130	Klawitter, Emil O.	518.50	6222.00	561.00	6732.00
<u>Plumber</u> (Prevailing Rate - \$3.70 per hour)					
176	Garrison, Arthur L.	595.00	7140.00	629.00	7548.00

Carpenter (Prevailing Rate - \$3.40 per hour)

134	Christensen, Richard	561.00	6732.00	578.00	6936.00
132	Leary, Francis J.	561.00	6732.00	578.00	6936.00
151	Lower, Harold L.	561.00	6732.00	578.00	6936.00
280	Nickrent, Robert	561.00	6732.00	578.00	6936.00

2. Classified employees for whom salaries were covered by Union agreements which extend to June 30, 1961, payable from Auxiliary Enterprises and Bond Revenue Funds.

Position Number (I-CS)	Name	Salary Month	1958-1959 Year	Salary Month	1959-1960 Year
<u>Cook*</u>					
58	Berry, Laura E.	230.00	2760.00	240.00	2880.00
60	Bigger, Mary E.	225.00	2700.00	240.00	2880.00
160	Cooper, Marie M.	205.00	2460.00	220.00	2640.00
219	Dixon, Gertrude	225.00	2700.00	240.00	2880.00
68	Gee, Dorothy A.	240.00	2880.00	250.00	3000.00
223	Goben, Thelma C.	225.00	2700.00	240.00	2880.00
62	Godby, Emma E.	205.00	2460.00	220.00	2640.00
196	Kidwell, Hazel M.	225.00	2700.00	240.00	2880.00
202	McLaughlin, Edith J.	225.00	2700.00	240.00	2880.00
66	Miller, Nora B.	240.00	2880.00	250.00	3000.00
195	Nelson, Agnes	225.00	2700.00	240.00	2880.00
218	Roy, Emma W.	230.00	2760.00	240.00	2880.00
67	Solomon, Imelda F.	230.00	2760.00	240.00	2880.00
217	Staffen, Gussie E.	225.00	2700.00	240.00	2880.00
69	Stricker, Edith M.	230.00	2760.00	240.00	2880.00
70	Winsett, Lena	240.00	2880.00	250.00	3000.00
269	Young, Lourie H.	205.00	2460.00	220.00	2640.00
<u>Cook's Helper*</u>					
65	Brennan, Fletta C.	230.00	2760.00	240.00	2880.00
209	Collett, Beulah P.	195.00	2340.00	215.00	2580.00
209	Coon, S. Emily	215.00	2580.00	230.00	2760.00
64	Manuel, Chlora B.	230.00	2760.00	240.00	2880.00
<u>Kitchen Laborer</u>					
296	Samuels, Carl	250.00	3000.00	260.00	3120.00
<u>Janitor</u>					
106	Buhl, Howard W.	320.00	3840.00	345.00	4140.00
216	Falgier, Stanley J.	320.00	3840.00	345.00	4140.00
102	Frisch, Clarence A.	320.00	3840.00	345.00	4140.00
184	Gaisford, Leroy	320.00	3840.00	345.00	4140.00
103	Huber, Charles	320.00	3840.00	345.00	4140.00
246	Jones, Milo L.	290.00	3480.00	315.00	4140.00
			9/1/58		
			10/16/59	345.00	4000.00
200	Lambert, Ralph	320.00	3840.00	345.00	4140.00
206	Rodman, Lynn	320.00	3840.00	345.00	4140.00
207	Samuels, Vernon L.	320.00	3840.00	345.00	4140.00
109	Seiler, George	320.00	3840.00	345.00	4140.00
<u>Janitress</u>					
198	Abbott, Mildred R.	245.00	2940.00	265.00	3180.00
205	DeVore, Helen G.	245.00	2940.00	265.00	3180.00
266	Dill, Effie V.	245.00	2940.00	265.00	3180.00
192	Gaisford, Frances G.	245.00	2940.00	265.00	3180.00
155	Giles, Zenia L.	245.00	2940.00	265.00	3180.00
99	Lawyer, Margaret E.	245.00	2940.00	265.00	3180.00
108	Wookey, Harriet	245.00	2940.00	265.00	3180.00



Laundry Worker

187	Ashenbremer, Mabel	260.00	3120.00	275.00	3300.00
188	Mallory, Viola F.	260.00	3120.00	275.00	3300.00

Maintenance Repairman

139	White, William G.	340.00	4080.00	365.00	4380.00
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Painter (Prevailing Rate - \$3.30 per hour)

175	Degenhart, Charles	518.50	6222.00	561.00	6732.00
172	Smith, Richard L.	518.50	6222.00	561.00	6732.00

\*Plus maintenance valued at \$30.00 per month.

## V. THE CURRICULUM

## A. Request for Use of Bus for Out-of-State Trip

After considerable study and upon the recommendation of Dean Larsen, I am requesting approval of the use of a University Bus for the Marine Biology Field Study scheduled to go to Florida from April 6 to April 18, 1960, as a part of the regular semester program. Inasmuch as I believe this merits approval, I asked Dr. Walter Brown, who has been in charge of this course and trip for a number of years, to prepare some material after discussion with both Dr. Rilett, the Head of the Department, and Dean Larsen, and I quote from the latter's recommendation the eight points listed below:

1. It provides an opportunity for majors in Biological Science and in Elementary Education, especially, to have firsthand contact with an important aspect of programs they will be asked to teach when they enter upon their professional careers.
2. Regularly scheduled class activities before, during, and after the actual trip are a part of the requirements for credit in this course.
3. A syllabus in the form of a manual has been prepared and is presented to each student to guide his study in connection with the field study.
4. Students pay a transportation cost to cover expenses for the operation of the bus during the trip.
5. It is especially convenient to have a University-operated bus with University drivers so that advantage may be taken of special features that might develop after the trip is under way.
6. Total mileage traveled is in the neighborhood of 2800 miles for the round trip.
7. The University is offering leadership for other teacher-education programs in the development of this firsthand kind of activity for its students.
8. The program follows a long established tradition of respectable college work established by the University in connection with its geography field courses which have been going on for more than twenty-five years.

I will have with me at the Board meeting a syllabus of the course, the type of work done during the trip, and letters of commendation concerning the course and the conduct of the students from people in Florida.

As one of the requirements in Marine Biology, I therefore recommend that we be permitted to use a University bus on this occasion.

## VI. BUILDINGS AND GROUNDS

### 1. Women's Residence Hall Group

#### A. Bids for Built-In Furniture

1. The following bids were opened on October 29, 1959, at 10:30 A.M.:

	<u>Base Bid</u>
Faucett-Umphrey Corp. Bloomfield, Indiana	\$228,385.64
Sligh Lowry Furniture Co. Holland, Michigan	245,191.00
Wall-Away Corporation Wabash, Indiana	265,000.00
Pontiac Millwork Company Pontiac, Michigan	285,000.00
Ebenreiter Woodworking Co. Sheboygan, Wisconsin	293,000.00
Hamilton Manufacturing Co. Two Rivers, Wisconsin	322,000.00
Kister Lumber Company, Inc. Louisville, Kentucky	339,584.00
Huntington Furniture Corp. Huntington, West Virginia	344,440.00

We recommend the acceptance of the low bid submitted by Faucett-Umphrey, Corp, Bloomfield, Indiana, in the amount of \$228,385.64, payable from the Building's Construction Fund, Series 1959.

## IX. MISCELLANEOUS

### A. Request for Use of University Car

1. This is to request permission to use a University sedan to transport Mr. Raymond Tudor, Assistant Professor of English, and five students (members of the Vidette staff) to the National Conference of College Press Advisors to be held in New York City November 12, 13, and 14. This particular meeting is one that has been attended by a few students in journalism and the instructor each year for the past few years. However, the trip has fortunately been in the midwest during the last three years and there was no question about approval of the use of a University vehicle for six people rather than pay the seven or eight cents per mile for a private car.

### B. Purchases

1. Twenty-six microscopes with accessories, less trade-in of seven monocular microscopes for the University High School were advertised in the official State newspaper, and bids were received as follows:

	<u>Microscope</u>	<u>Trade-in</u>	<u>Total</u>
Schaar and Company Chicago, Illinois	\$6,172.60	\$1,383.08	\$4,789.52

Debs Hospital Supplies, Inc. Chicago, Illinois	\$6,389.05	\$1,498.00	\$4,891.05
Arthur S. Lapine Chicago, Illinois	6,393.55	1,287.55	5,106.00
A. S. Aloe and Company St. Louis, Missouri	6,294.25	1,176.00	5,118.25
Central Scientific Company Chicago, Illinois	6,102.40	777.90	5,324.50
Lucas Microscope Service Skokie, Illinois	5,997.10	597.10	5,400.00

Recommendation: We recommend the acceptance of the low bid submitted by Schaar and Company, Chicago, Illinois, in the amount of \$4,789.52, payable from the appropriation for Equipment, General Revenue.

2. Requests for bids on seventy band uniforms for University High School were advertised in the Dixon Evening Telegraph, and bids were received as follows:

	<u>Total</u>	<u>Terms</u>
DeMoulin Brothers and Company Greenville, Illinois	\$5,838.00	Net
Ostwald Uniform Company Staten Island, New York	5,980.80	1% - 10
Craddock Uniforms Kansas City, Missouri	6,072.50	2% - 10
Myers Brothers Springfield, Illinois	7,684.60 Alt. 8,071.70	Net Net

Recommendation: We recommend the acceptance of the low bid submitted by DeMoulin Brothers and Company, Greenville, Illinois, in the amount of \$5,838.00 payable from the appropriation for Commodities, General Revenue.

3. Twelve AVB-73 Stereomicroscopes with accessories, less trade-in of four monocular microscopes for the Biological Science Department were advertised in the official State newspaper, and bids were received as follows:

	<u>Microscope</u>	<u>Illuminator</u>	<u>Trade-in</u>	<u>Total</u>
American Hospital Supply Evanston, Illinois	\$3,823.20	\$334.80	\$740.00	\$3,418.00
A. S. LaPine Co. Chicago, Illinois	3,823.20	334.80	684.00	3,474.00
Chicago Apparatus Co. Chicago, Illinois	3,823.20	334.80	664.00	3,494.00
A. S. Aloe of Illinois Schiller Park, Ill.	3,824.40	334.80	619.20	3,540.00
Wilkens-Anderson Chicago, Illinois	3,823.20	334.80	574.00	3,584.00
Lucas Microscope Service Skokie, Illinois	3,823.20	334.80	565.00	3,593.00

Central Scientific Co.				
Chicago, Illinois	\$3,823.20	\$334.80	\$419.20	\$3,738.80
Bausch and Lomb				
Optical Company				
Rochester, N. Y.	3,823.20	334.80	180.00	3,978.00
American Optical Co.				
Chicago, Illinois	3,823.20	361.80	180.00	4,005.00
Alt. 3,034.80		361.80	180.00	3,216.60*

\*The alternate did not meet specifications.

Recommendation: We recommend the acceptance of the low bid of the American Hospital Supply, Evanston, Illinois, in the amount of \$3,418.00 payable from the appropriation for Equipment, General Revenue.

4. One 1959 Plymouth 4-door Custom Station Wagon less trade-in of one 1958 Tudor Ford for transportation was advertised in the official State newspaper, and bids were received as follows:

	Station Wagon	Trade-in	Total
Imperial Motors, Inc. Bloomington, Illinois	\$3,120.50	\$1,639.50	\$1,481.00
R. E. Broe, Inc. Springfield, Illinois	\$2,449.00	900.00	\$1,549.00

Seventeen vendors failed to bid.

Recommendation: We recommend the acceptance of the low bid submitted by Imperial Motors, Inc., Bloomington, Illinois, in the amount of \$1,481.00 payable from the appropriation for Equipment, General Revenue.

Robert G. Bone  
President



REPORT OF  
NORTHERN ILLINOIS UNIVERSITY

November 5, 1959

I. STUDENTS

Per capita cost for 1958-1959

This includes on-campus graduate and undergraduate students based on full-time equivalent of 16 semester hours or 32 semester hours per year.

Summer Session, 1958	23,846	Semester Hours
Autumn Semester, 1958-1959	77,863	"
Spring Semester, 1959	70,624	"
Extension Classes	<u>4,526</u>	"

TOTAL 176,859 Semester Hours

176,859 ÷ 32 semester hours = 5,527 equivalent full-time students

<u>Total Expenditures</u>	<u>Full-time Student Equivalent</u>	<u>Per Capita Cost</u>
\$3,958,369.05*	32	\$ 716.19

This is divided between graduate and undergraduate students:

Graduate students	\$ 408,107.85
Undergraduate students	<u>3,550,261.20</u>
Total	\$ 3,958,369.05

\*Does not include permanent improvements, auxiliary enterprises, major repairs or minor non-recurring purchases of equipment, awards and grants, or refunds.

Following is the enrollment for the autumn semester, 1959-1960:

Enrollment, First Semester, 1959-1960

	Men	Women	Total	Total One Year Ago- 1958-1959
<u>Resident</u>				
<u>Undergraduates - full-time</u>				
Unclassified*	8	5	13	3
Post Graduates	1	-	1	2
Seniors	412	290	702	624
Juniors	503	378	881	821
Sophomores	563	517	1080	976
Freshmen	<u>923</u>	<u>1142</u>	<u>2065</u>	<u>2141</u>
Total full-time undergraduates	2410	2332	4742	4567
<u>Undergraduates - part-time **</u>				
Unclassified*	17	46	63	41
Post Graduates	7	9	16	23
Seniors	14	79	93	88
Juniors	17	59	76	82
Sophomores	16	36	52	36
Freshmen	<u>29</u>	<u>54</u>	<u>83</u>	<u>103</u>
Total part-time undergraduates	100	283	383	373
Total Undergraduates	2510	2615	5125	4940
<u>Graduate Students</u>				
Full-time	90	18	108	82
Part-time**	<u>654</u>	<u>225</u>	<u>879</u>	<u>635</u>
Total Graduate Students	744	243	987	717
TOTAL RESIDENT STUDENTS	3254	2858	6112	5657

University Schools (Northern Elementary and Junior High School)

	Boys	Girls	Total	1958-1959
Elementary School	155	150	305	289
Junior High School	130	111	241	261
Total	285	261	546	550

Evening School (figures included in resident totals shown above)

Evening and/or Saturday only students:	351 undergrads	869 graduates
Daytime students with evening and/or Saturday only classes:	1642 undergrads	80 graduates

\* Unclassified indicates undergraduates who apparently are transients. They have not presented previous records from other schools for evaluation toward a degree from Northern. This designation was first used in 1956, summer session.

\*\* Included in these figures are the TV chemistry and National Science Foundation classes (not on I.B.M.)

Full-time Equivalent on Basis of 16 Semester Hours per Student

	Men		Women		Total		Total
	Indi-viduals	Full-time Equiv.	Indi-viduals	Full-time Equiv.	Indi-viduals	Full-time Equiv.	Equivalent 1958-1959
<u>Resident</u>							
Graduates	774	235.2	243	63.0	987	298.2	221.7
Undergrads	2510	2432.8	2615	2389.6	5121	4822.4	4644.7
Total	3254	2668.0	2858	2452.6	6112	5120.6	4866.4
<u>Extension</u>							
Graduates	132	24.7	111	20.5	243	45.2	18.4
Undergrads	78	14.4	329	52.2	407	66.6	67.5
Auditors	3	.5	15	2.5	18	3.0	-
Total	213	39.5	455	75.2	668	114.8	85.9
GRAND TOTAL	3467	2707.5	3313	2527.8	6780	5235.4	4952.3

	First Semester 1959-1960	1958-1959
# of students who paid full fee	4850	4649
# of students who paid part fee	1262	1008
	6112	5757

SCHOLARSHIPS

<u>High School State Scholarships</u>	Men	Women	Total
Graduates	-	1	1
Undergraduates	428	1319	1747
Total		428	1320
			1748
<u>Veterans' State Scholarships</u>			
Graduates, full-time	13	-	13
Graduates, part-time	253	1	254
Total	266	1	267
Undergraduates, full-time	182	-	182
Undergraduates, part-time	53	1	54
Total, Veterans' Scholarships	235	1	236
	501	2	503
TOTAL, ALL SCHOLARSHIPS	929	1322	2251

Extension Enrollment - First Semester, 1959-1960

Course	Location	Men	Women	Total
Physical Education 445	Arlington Heights	-	1	1
Physical Education 546	Arlington Heights	15	2	17
Social Science 484	Aurora	16	28	44
Social Science 240	Barrington	8	22	30
Business 221	Belvidere	15	15	30
Home Economics 300-A S2	Belvidere	-	18	18
Home Economics 300-A S3	Belvidere	-	19	19
Education 435	Elgin	4	15	19
Philosophy 488	Elgin	3	2	5) joint
Education 488	Elgin	1	5	6) course
English 451	Freeport	3	24	27
Education 430	Joliet	18	24	42
Education 400	Joliet	-	21	21
Nursing 300	Joliet	-	32	32
Education 435	Lombard	3	39	42
Mathematics 402	Mendota	6	34	40
Social Science 221	Milledgeville	7	21	28
Business 415	Rockford	12	19	31
Social Science 422	Rockford	6	12	18
Education 435	Rock Island	5	9	14
Home Economics 325	Rock Island	1	14	15
Business 435	Sterling	20	1	21
Education 435	Sterling	5	14	19
Education 350	Waukegan	9	33	42
Education 541	Waukegan	18	9	27
Education 433	Wheaton	21	15	36
Education 500	Woodstock	17	7	24

Following is the summary of graduates at the close of the summer session, August, 1959.

Undergraduate College

Bachelor of Science in Education degrees conferred June, 1959	428	
Bachelor of Science in Education degrees, August, 1959	<u>78</u>	
Total - Bachelor of Science in Education degrees, 1959		506
Bachelor of Science degrees conferred June, 1959	162	
Bachelor of Science degrees, August, 1959	<u>39</u>	
Total - Bachelor of Science degrees, 1959		201
Bachelor of Arts degrees conferred June, 1959	29	
Bachelor of Arts degrees, August, 1959	<u>5</u>	
Total - Bachelor of Arts degrees, 1959		<u>34</u>
TOTAL - UNDERGRADUATE DEGREES AWARDED 1959		741

Graduate College

Master of Science in Education degrees conferred June, 1959	41	
Master of Science in Education, August, 1959	87	
Master of Science, August, 1959	<u>1</u>	
TOTAL, GRADUATE DEGREES AWARDED, 1959		<u>129</u>
TOTAL, GRADUATE AND UNDERGRADUATE DEGREES AWARDED, 1959		870

## II. FACULTY

### 1. Payment of Substitute - University School

Mrs. Susanna Matz - September 18 and 21 for Miss Agnes Sinniger who was ill - at the standard substitute salary.

### 2. Change of Status

Dr. Waldo W. Burchard, associate professor, Department of Social Sciences, to associate professor and head, Department of Social Sciences, eleven months at the same rate - \$780 per month.

Miss Ann M. Hart, assistant professor, Department of Nursing Education, at a salary of \$7200 for nine months - board report, July, 1959. Miss Hart has completed 30 semester hours beyond the master's degree.

Dr. Clinton M. File, acting head of the Department of Business Administration, to head, Department of Business Administration.

Miss Ruth Westlund, assistant dean of women, associate professor - board report, July, 1959. Miss Westlund has completed requirements for the doctor's degree at the University of Minnesota. No change in salary.

Dean Wilbur A. Yauch, to be relieved at his request, as soon as a properly qualified person can be appointed to succeed him, of his responsibilities as Acting Dean of the College of Education so that he may devote full time to an assignment as Professor of Education and Consultant in Educational Problems.

### 3. Leave of Absence

Dr. Babatunde A. Williams, assistant professor, Department of Social Sciences, for the autumn semester, 1959-1960, without salary. Dr. Williams is on leave to do post-doctoral research in Nigeria.

Dr. Clyde B. Vedder, professor, Department of Social Sciences, for the spring semester, 1960, without salary, to complete a project he had begun at the University of Arizona.

### 4. New Degrees

Mr. James H. King, assistant professor, Department of Education - Ed.D., University of Colorado

Mr. Kenneth N. Owens, assistant professor, Department of History - Ph.D., University of Minnesota

Miss Minerva H. Pepinsky, assistant professor, Department of Music - Mus. D., University of Indiana

Miss Ruth Westlund, associate professor, assistant dean of women - Ph.D., University of Minnesota

### 5. Resignations

Dr. Jess R. Beard, assistant professor, Department of Education, effective at the close of the summer session, 1959.

Miss Dell Chenoweth, instructor, resident advisor, Neptune Hall North, effective at the close of the academic, June, 1959.

Mrs. Juanita T. Cole, instructor, librarian, University Library, effective at the close of the summer session, 1959.

Dr. Clyde M. Morris, associate professor, Department of Education, effective at the close of the summer session, 1959.



Dr. Roy Steinbrook, associate professor, Department of Education, effective at the close of the summer session, 1959.

6. Retirement

Dr. Birchard Coar, professor, Department of Music, effective August 31, 1959. Dr. Coar has served Northern since 1932.

7. New Appointments - Positions Previously Approved by the Board

Miss Patricia A. Blake, instructor, Department of Physical Education for Women, at a salary of \$5400 for nine months beginning in September. Miss Blake earned her bachelor's degree at Georgia State Teachers College and her master's degree at the University of Florida. She comes to Northern with three years' teaching experience in the public schools of Florida.

Mrs. Gertrude C. Brigham, faculty assistant, University Junior High School, at a salary of \$1620 for nine months. This is a temporary, part-time position. Mrs. Brigham has her bachelor's degree from Northern and has taught here previously on a temporary basis. She has had seven years' teaching experience in the schools of Illinois, beginning her duties in September at Northern.

Miss Margaret H. Duggar, instructor, Department of English, at a salary of \$5760 for nine months beginning in September. Miss Duggar has her bachelor's and master's degrees from the University of Arkansas, coming to Northern with three years' teaching experience in the public schools of Arkansas.

Dr. James R. Elliott, associate professor, Department of Social Sciences, at a salary of \$7560 for nine months beginning in September. Dr. Elliott has his bachelor's, master's, and doctor's degrees from Syracuse University. He has had seven years' teaching experience and comes to Northern from a position in industry.

Mr. Charles L. Hughes, faculty assistant, University Junior High School, at a salary of \$1350 for nine months beginning in September. This is a temporary, part-time position. Mr. Hughes has his bachelor's degree from Northern.

Dr. Robert J. Hunyard, associate professor and director of instructional materials, at a salary of \$9120 for twelve months beginning in September. Dr. Hunyard has his bachelor's degree from Lake Forest College, his master's degree from New Mexico Western College and his doctor's degree from Indiana University. He has had nine years' professional experience.

Mrs. Jane E. Kiple, instructor, University Elementary School Library, at a salary of \$2880 for nine months beginning in September. This is a temporary, part-time position. Mrs. Kiple has her bachelor's degree from Upper Iowa University and her master's degree from Northern. She has had eight years' library experience.

Miss Lila B. Lewis, instructor, Department of Speech, at a salary of \$6300 for nine months beginning in September. Miss Lewis has her bachelor's degree from Brooklyn College, New York City, and her master's degree from the State University of Iowa where she has held assistantships.

Mrs. Lorene M. Linder, instructor, University Library, at a salary of \$6120 for nine months beginning in September. Mrs. Linder has her bachelor's degree from Gustavus Adolphus College and her library degree (B.S.L.S.) from the University of Minnesota. She comes to Northern from a position with the Minneapolis public library.

Dr. Paul E. Lindh, associate professor, assistant registrar, at a salary

of \$800 per month beginning September 1. This is a 12 months position. Dr. Lindh earned his bachelor's degree at Boston University, his master's and doctor's degrees from Northwestern University. He has had experience in the schools of Kentucky, Wisconsin, Illinois, and comes to Northern from a position at Jacksonville Junior College, Florida.

Mrs. Ruth C. Lloyd, instructor, University Elementary School, at a salary of \$2970 for nine months beginning in September. This is a temporary, part-time position. Mrs. Lloyd has her bachelor's degree from Wellesley College and her master's degree from Teachers College, Columbia. She has taught at Northern previously in a temporary capacity.

Mr. Paul W. Lyddon, instructor, Department of Music, at a salary of \$5940 for nine months beginning in September. This is a temporary appointment for the 1959-1960 academic year until a permanent appointment can be found. Mr. Lyddon has his bachelor's degree from the Eastman School of Music, his master's degree from the University of Illinois, and has done graduate work at Catholic University of America.

Dr. Roger F. Moran, associate professor, Department of Education, at a salary of \$7740 for nine months beginning in September. Dr. Moran has his bachelor's degree from New York State Teachers College at Albany, his master's and doctor's degrees from Syracuse University.

Miss Sarah A. Muecke, instructor, assistant resident advisor, Neptune Hall West, at a salary of \$450 per month plus maintenance for 9½ months beginning September 1. Miss Muecke earned her bachelor's degree at North Texas State College and her master's degree from the University of Illinois from which she comes to Northern.

Mr. Donald C. Peterson, assistant professor, Regional Services, at a salary of \$740 per month for eleven months beginning September 1. Mr. Peterson earned his bachelor's degree at the University of Missouri and his master's degree at the University of Wisconsin. He comes to Northern from a position at Bowling Green State University, Ohio.

Mr. W. Jack Peterson, assistant professor, student activities advisor, at a salary of \$660 per month beginning October 15. This is a twelve months position. Mr. Peterson earned his bachelor's and master's degrees from the State College of Washington, Pullman. He has had experience at Pullman and comes to Northern from a position at the Student Union, Cornell University, Ithaca, New York.

Dr. Norval L. Pielstick, associate professor, Department of Psychology, at a salary of \$9600 for 11½ months beginning in September. This appointment is made possible through a grant from the Elizabeth McCormick Memorial Fund from which Dr. Pielstick's salary from December 15, 1959 through August 31, 1960, as well as the university's contribution toward retirement, will be paid. Northern will pay his salary from September through November, 1959. The McCormick fund is Trust Account #4000. Dr. Pielstick has his bachelor's degrees from Linfield College, Oregon and Washington State College from which he also earned his master's degree, and his doctor's degree from the University of Illinois. He comes to Northern from a position as director of testing and guidance with the Everett, Washington school system.

Mr. Leslie A. Sandy, instructor, assistant director of admissions, at a salary of \$620 per month beginning October 15. This is a twelve months position. Mr. Sandy earned his bachelor's degree at Northern and his master's degree from Indiana University. He comes to Northern from a position at the J. Sterling Morton High School, Cicero, Illinois.

Mr. Alby G. Sharknas, assistant professor, Department of Biological Sciences, at a salary of \$6840 for nine months beginning in September. Mr. Sharknas has his bachelor's degree from Southern Illinois University, his

master's degree from the University of Illinois and has done further graduate work at the University of Michigan. He comes to Northern with ten years' teaching experience.

Dr. Edgar L. Sherbenou, assistant professor, Department of Social Sciences, at a salary of \$6660 for nine months beginning in September. Dr. Sherbenou has his bachelor's, master's, and doctor's degrees from the University of Kansas and comes to Northern from a position at the University of Houston, Texas. He has had four years' teaching experience.

Mr. William E. Southern, assistant professor, Department of Biological Sciences, at a salary of \$6120 for nine months beginning in September. Mr. Southern has his bachelor's degree from Central Michigan University and his master's degree from the University of Michigan where he has also done further graduate work. He comes to Northern from a position at the University of Michigan.

Mr. William W. Vilhauer, assistant professor, Department of Speech, at a salary of \$7020 for nine months beginning in September. He has his bachelor's degree from Southwest Missouri State College and his master's degree from the State University of Iowa where he is completing requirements for the doctorate. He has seven years' teaching experience.

Mr. James M. Ward, assistant professor, Department of Education, at a salary of \$6840 for nine months beginning in September. He has his bachelor's degree from Millsaps College, Jackson, Mississippi, his master's degree from the University of Mississippi and is doing further graduate work at the University of Texas. Mr. Ward has seven years' teaching experience and comes to Northern from a position at the University of Texas.

Mrs. Mildred J. Winn, instructor, University Elementary School, at a salary of \$5940 for nine months beginning in September. This is a temporary appointment. Mrs. Winn has her bachelor's degree from Milwaukee State Teachers College and her master's degree from Northern. She has had six years' teaching experience and has taught at Northern previously on a temporary basis.

Miss Olivia Hansen, instructor, resident advisor, Neptune Hall West, at a salary of \$6840 plus maintenance for 9½ months beginning September 1. Miss Hansen earned her bachelor's degree at Colorado College of Education, Greeley and her master's degree at the State University of Iowa. She has had experience in the schools of Colorado, Nebraska, Illinois, and comes to Northern from a position at the University of Nebraska.

#### 8. Replacements

Dr. John E. Baker, associate professor, Department of Education, at a salary of \$8100 for nine months beginning in September, replacing Dr. Jess Beard who resigned. Dr. Baker has his bachelor's degree from DePauw University, his master's degree from the University of Minnesota, and his doctor's degree from the University of Chicago.

Mrs. Rachael C. Burchard, faculty assistant, University Junior High School, at a salary of \$5400 for nine months beginning in September, replacing part-time, temporary people. This is a temporary appointment. Mrs. Burchard has her bachelor's degree from Linfield College, McMinnville, Oregon, and has done graduate work at the University of California. She has taught previously at Northern on a temporary basis.

Dr. Milton E. Carlson, assistant professor, Bureau of University Research, at a salary of \$7410 for 9½ months beginning September 1, replacing Dr. Robert DeZonia who resigned. This is a temporary appointment for the academic year 1959-1960. Dr. Carlson has his bachelor's, master's, and doctor's degrees from the University of Wisconsin and comes to Northern



with five years' experience from a part-time position at the University of Wisconsin.

Mr. Richard X. Chase, instructor, Department of Business Administration, at a salary of \$5940 for nine months beginning in September. Mr. Chase has his bachelor's degree from New York University and his master's degree from the University of Maryland. He comes to Northern from an assistantship at the University of Maryland, replacing Mr. Harold Simmons, who resigned.

Mr. Murray Deutsch, assistant professor, Department of Education, at a salary of \$6840 for nine months beginning in September, replacing Dr. Clyde Morris who resigned. Mr. Deutsch has his bachelor's degree from Northwestern University and is completing his doctorate at Teachers College, Columbia University. He comes to Northern with seven years' teaching experience from a position in the Florida public schools.

Mrs. Icilda P. Flournory, instructor, Department of Home Economics, at a salary of \$5760 for nine months beginning in September. This is a temporary appointment replacing Mrs. May Westbrook who is on leave of absence. Mrs. Flournory earned her bachelor's degree from Tuskegee Institute and her master's degree from the University of Massachusetts. She has had teaching experience in Jamaica, B.W.I.

Miss Ruth A. Gau, faculty assistant, Department of Physical Education for Women, at a salary of \$2610 for nine months beginning in September. This is a temporary, part-time appointment replacing Miss Mildred Olson who is on leave of absence. Miss Gau has her bachelor's degree from Northern and has taught in the public schools of Illinois.

Mrs. Inez B. Livingston, instructor, resident advisor, Adams Hall, replacing Miss Carolyn Kruse who resigned, at a salary of \$620 per month plus maintenance beginning September 1 for 9½ months. Mrs. Livingston earned her bachelor's degree at the University of Kentucky and her master's degree at Ohio State University, Columbus. She has had experience in the schools of Kentucky and Ohio and comes to Northern from a position in St. Petersburg, Florida.

Mrs. Arlowyn M. Loghry, instructor, assistant resident advisor, Neptune Hall North, replacing Miss Barbara Morong who resigned, at a salary of \$600 per month plus maintenance for 8½ months beginning October 1. Mrs. Loghry earned her bachelor's and master's degrees at the State University of Iowa. She has had experience in the schools of Iowa and comes to Northern from a position at Iowa State Teachers College, Cedar Falls.

Mrs. Doris Ludeman, faculty assistant, University School, replacing Miss Marion Sheriff who is on leave of absence, at a salary of \$5220 for nine months beginning in September. This is a temporary appointment. Mrs. Ludeman has her bachelor's degree from the St. Cloud State College, Minnesota and has had experience in the schools of Minnesota, Colorado, and Iowa.

Mr. Galen R. Meling, faculty assistant, alumni executive secretary, replacing Mr. Rolf Fritz who resigned, at a salary of \$4680 for nine months beginning in September. Mr. Meling is a Northern graduate and has had teaching experience in the schools of Illinois.

Mr. Robert R. Nadeau, instructor, Department of Music, replacing Mr. Charles Baker who is on leave of absence, at a salary of \$6300 for nine months beginning in September. This is a temporary appointment. Mr. Nadeau has his bachelor's degree from Colorado College and his master's degree from the University of Illinois.

Miss Donna L. Obrecht, faculty assistant, Department of Physical Education



for Women, replacing Miss Mildred Olson who is on leave of absence. This is a temporary, part-time position at a salary of \$2430 for nine months beginning in September. Miss Obrecht has her bachelor's degree from Northern and has taught in the public schools of Illinois.

Miss Virginia Palmer, assistant professor, resident advisor, Neptune Hall North, replacing Miss Dell Chenoweth who resigned, at a salary of \$600 per month plus maintenance beginning September 1 for 9½ months. Miss Palmer earned her bachelor's degree at Florida State University and her master's degree at Emory University, Georgia. She has had experience in the schools of Florida, Alabama, Tennessee and Georgia and comes to Northern from a position at City College, New York.

Mr. James W. Pringle, instructor, Department of History, at a salary of \$5760 for nine months beginning in September, replacing Dr. Gerald Nash who resigned. Mr. Pringle has his bachelor's degree and master's degree from the University of Illinois where he has done further graduate work.

Mr. William D. Putnam, instructor, Department of History, at a salary of \$5760 for nine months beginning in September, replacing Mr. Terrell Edgar who resigned. Mr. Putnam comes to Northern from a graduate assistantship at the State University of Iowa from which he has his bachelor's and master's degrees.

Dr. Shinkichi Shimabukuro, assistant professor, Department of Education, at a salary of \$6840 for nine months beginning in September, replacing Dr. Otto Gabel who retired. Dr. Shimabukuro has his bachelor's degree from the University of Hawaii, his master's and doctor's degrees from Pennsylvania State University from which he comes to Northern. He has taught at the University of Hawaii.

Dr. Clyde B. Vedder, professor, Department of Social Sciences, at a salary of \$8460 for nine months beginning in September, replacing temporary, part-time appointments. Dr. Vedder has been granted a leave of absence without salary for the spring semester, 1960. This is a position transferred to the Department of Social Sciences from the University Elementary School. Dr. Vedder has his bachelor's degree from the University of California at Berkeley; his master's and doctor's degrees from the University of California at Los Angeles. He comes to Northern from a position at the University of Arizona with sixteen years' teaching experience in California, Florida, and Arizona.

Dr. Bruce W. von Zellen, associate professor, Department of Biological Sciences, at a salary of \$7200 for nine months beginning in September, replacing temporary, part-time appointments. Dr. von Zellen has his bachelor's degree from Northern Michigan College of Education, his master's degree from the University of Michigan, and his doctor's degree from Duke University. He has had six years' teaching experience at the college level.

Mr. William P. Wood, instructor, resident advisor, Gilbert Hall, replacing Mr. William Hossick who resigned, at a salary of \$600 per month for 9½ months plus maintenance beginning September 1. Mr. Wood earned his bachelor's degree at the University of Vermont and his master's degree at New Mexico Western College, Silver City. He has had experience in the schools of New Jersey, Connecticut, Florida and comes to Northern from a position at the University of Hawaii.

9. Temporary, Part-time Appointments, Previously Approved by the Advisory Committee

The following faculty members were employed to serve on a temporary, part-time basis for the period indicated in each case, to be continued for the spring semester if the need arises.

#### Department of Business Administration

Mr. R. Eugene Beckman, instructor, at a salary of \$1080 for 4½ months. This position was left vacant when Dr. Clinton File assumed the headship of the department. It is temporary and part-time. Mr. Beckman has taught previously at Northern and is engaged in the practice of law.

Mr. John S. Koach, faculty assistant, at a salary of \$552.50 for 4½ months. This is a temporary, part-time position left vacant when Dr. Clinton File assumed the headship of the department. Mr. Koach has his bachelor's degree from Northwestern University and has done graduate work at Northern. He is a certified public accountant in DeKalb.

Mrs. Erna I. O'Connor, instructor, at a salary of \$1170 for 4½ months. This is a position left vacant when Dr. Clinton File assumed the headship of the department; it is temporary and part-time. Mrs. O'Connor has her bachelor's degree from Iowa State Teachers College and her master's degree from the University of Missouri. She has taught at Northern previously on a temporary basis.

#### Department of Business Education

Mr. Marshall Dresser, faculty assistant, at a salary of \$585 for 4½ months. This appointment replaces Miss Mildred Hillestad who is on leave of absence for the autumn semester. Mr. Dresser has his bachelor's degree from Cornell College, Mt. Vernon, Iowa, and has done graduate work at Northern.

Mr. Harold R. Steinhauser, instructor, at a salary of \$630 for 4½ months, replacing Miss Mildred Hillestad who is on leave for the autumn semester. Mr. Steinhauser has his bachelor's and master's degrees from the University of Chicago. He has taught in the Illinois public schools for 17 years and has taught at Northern on a temporary basis previously.

#### Department of Chemistry

Mr. Richard P. McKeever, faculty assistant, at a salary of \$1080 for 4½ months. This is a temporary, part-time position. Mr. McKeever has his bachelor's degree from Northern and has done graduate work at the University of Kansas.

Mrs. Phyllis M. Nelson, faculty assistant, at a salary of \$1080 for 4½ months, temporary, part-time. Mrs. Nelson has her bachelor's degree from the University of Illinois and is doing graduate work at present.

#### Department of English

Mrs. Eugenie Fox, instructor, at a salary of \$1360 for 4½ months, temporary, part-time. Mrs. Fox has her master's degree from the University of Iowa and has taught previously at Northern on a temporary basis.

Mrs. Marjorie K. Winters, instructor, at a salary of \$680 for 4½ months, temporary, part-time. Mrs. Winters has her bachelor's and master's degree from Northern and has had five years' teaching experience in Illinois.

#### Department of History

Mr. Robert B. Hilsabeck, instructor, at a salary of \$595, temporary, part-time. Mr. Hilsabeck has his bachelor's degree from the U. S. Naval Academy, Annapolis, and his master's degree from the State University of Iowa. He is presently teaching at the Hinsdale Township High School. This appointment is for 4½ months.

Mr. Charles R. Meyers, instructor, at a salary of \$595 for 4½ months, temporary, part-time. Mr. Meyers earned his bachelor's degree at Northwestern University and his master's degree at Western Michigan University. He is presently teaching at the Hinsdale Township High School.

Department of Mathematics

Mrs. Helen B. Wells, instructor, at a salary of \$1620 for 4½ months, replacing temporary, part-time people. Mrs. Wells has her bachelor's degree from Indiana State Teachers College and her master's degree from the University of Michigan. She has served previously at Northern on a temporary basis.

Department of Music

Mrs. Melba K. Dill, instructor, at a salary of \$850 for 4½ months, temporary, part-time, replacing Dr. Birchard Coar who retired. Mrs. Dill has her bachelor's degree from LaGrange College, Georgia, and her master's degree from Northwestern University. She has taught in Georgia and has taught previously on a temporary basis at Northern.

Mrs. Mary Louise Poor, instructor, at a salary of \$850 for 4½ months, temporary, part-time, replacing Dr. Birchard Coar who retired. Mrs. Poor has her bachelor's degree from Illinois Wesleyan University, her master's degree from the University of Michigan, and has done further work in France.

Department of Physical Education for Women

Mrs. Marie R. Dayton, faculty assistant, temporary and part-time, at a salary of \$1147.50. Mrs. Dayton has her bachelor's degree from the University of Illinois and has taught previously at Northern on a temporary basis. This appointment is for 4½ months.

Department of Social Sciences

Mrs. Harriet R. Kallich, faculty assistant, at a salary of \$595 for 4½ months, replacing Mr. David Howard who is on leave of absence. This is a temporary, part-time appointment. Mrs. Kallich has her bachelor's degree from Hunter College, New York City and is completing requirements at South Dakota State College for her master's degree. She has taught in the schools of South Dakota.

Department of Speech

Mr. Gentry W. Lovett, faculty assistant, temporary and part-time, at a salary of \$900 for 4½ months. Mr. Lovett has his bachelor's degree from Indiana University and is doing graduate work. He has taught in the New Jersey school system.

10. Change in Allocation of Positions

- a) 1 position from University Elementary School (see board report of June 8, 1959) to Department of Social Sciences
- b) 1 position from Department of Physics (see board report of June 8, 1959) to Department of Chemistry

11. Appointments of Faculty Assistants and Graduate Assistants

Following is the list of faculty assistants and graduate assistants for whom funds were approved by the board at the June, 1959, meeting:

### Faculty Assistants

Name	Department	Salary	
		9 Months	Monthly
Carl M. Allen	Art	\$ 675	\$ 75
Herbert Iijima	Chemistry	1350	150
Donald Martin	Earth Sciences	675	75
Lawrence C. Walgren	Earth Sciences	675	75
Rosalind J. Carr	Education	1350	150
David H. Buswell	English	675	75
Charles T. Dykstra	Extension Services	675	75
O. Ed. Beaman	Industrial Arts	675	75
Jerome P. Reussow	Lorado Taft Field Campus	1350	150
William C. Hyde	Mathematics	1350	150
Alex J. Gulatta	Physical Education (Men)	675	75
Robert E. Schulze	Physical Education (Men)	675	75
Donald A. Adamowicz	Physical Education (Women)	675	75
Alexander Jolly *	Physical Education (Women)	675	75
William J. Turppa	Regional Services	675	75
Robert J. Wenzel	Regional Services	675	75
George R. McDade ***	Research	1350	150
Jesse A. Baker	Social Sciences	1350	150
Roger L. Scanland	University Library	1350	150

### Graduate Assistants

Kenneth A. Blake	Biological Sciences	675	75
Victor Zapatka	Biological Sciences	675	75
John B. Hutton	Biological Sciences	675	75
Joseph A. Ventura	Business Administration	337.50 **	75
David A. Smith	Business Education	675	75
Charlotte P. Ackerman	Education	1350	150
Alexander Jolly *	History	675	75
Donald E. Keeling	Instructional Materials	675	75
Lewis A. Dahmen	Instructional Materials	675	75
Charles W. Heller	Music	1350	150
William G. Nettz	Physics	1350	150
Suzanne M. Kohut	Speech	337.50 **	75
Lori M. Frank	University Library	1350	150

\* The assignment of this student is such that he serves half-time in the Department of History as a graduate assistant and half-time in the Department of Physical Education for Women as a faculty assistant. He receives one check for a total stipend of \$1,350 for nine months or \$150 per month.

\*\* Four and one-half month appointment (first semester, 1959-1960)

\*\*\* Mr. George McDade, faculty assistant, Research, resigned October 20, having served one month.

### III. OTHER SCHOOL EMPLOYEES

#### New Positions

James A. Wisner, accountant I, Business Services, @ \$425 per month, as of 7/1, to be raised to \$450 per month at completion of probationary period, in lieu of Internal Auditor, per Internal Budget 1959-60

Judith Ann Jackman, clerk-stenographer I (temporary), Admissions, @ \$215 per month, as of 7/1, per Internal Budget 1959-60

Carol I. Ledbetter, clerk-stenographer II (temporary), Graduate School, @ \$1.45 per hour for 184 hours, as of 7/1, per Internal Budget 1959-60



Barbara Jean Kemp, clerk-stenographer I, Education, @ \$255 per month, as of 7/1, per Internal Budget 1959-60

Beverly J. Waite, clerk-stenographer II (temporary), Business Services, @ \$1.44 per hour for 112 hours, as of 7/14, per Internal Budget 1959-60

Sara A. Minnegan, clerk-typist II (temporary), Central Receiving, @ \$230 per month, as of 7/20, per Internal Budget 1959-60

Betty J. Wagoner, clerk-stenographer II, Physical Science, @ \$270 per month, as of 7/1, per Internal Budget 1959-60 (1/2 new position approved added to 1/2 previously approved)

Linda Lou Snyder, clerk-stenographer II, Audio-Visual Services, @ \$230 per month, as of 8/1, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60

Russell H. Bjelk, janitor, Physical Plant, @ \$290 per month, as of 8/3, per Internal Budget 1959-60

Clayton S. Bremner, janitor, Physical Plant, @ \$290 per month, as of 8/3, per Internal Budget 1959-60

Judith Ann Healey, clerk-stenographer II (temporary), Nursing, @ \$1.35 per hour for 128 hours, as of 8/10, per Internal Budget 1959-60

Henry A. Reinken, janitor, Physical Plant, @ \$290 per month, as of 8/10, per Internal Budget 1959-60

Grace C. Cruise, janitress, Physical Plant, @ \$215 per month, as of 8/10, per Internal Budget 1959-60

Raynette A. Seger, library clerk I, Library, @ \$230 per month, as of 8/17, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60

Helen A. Cates, accounting clerk II, Business Services, @ \$275 per month, as of 8/17, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60, in lieu of a clerk-stenographer

Karl O. Priede, janitor, New Residence Hall, @ \$290 per month, as of 8/17, per June Board Report

Billie R. Kellogg, clerk-stenographer II, Social Science, @ \$255 per month, as of 8/19, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60

Adele P. Berkes, clerk-typist II, New Residence Hall, @ \$240 per month, as of 8/24, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per June Board Report

Ralph Caldwell, janitor, New Residence Hall, @ \$290 per month, as of 8/24, per June Board Report

Marcia E. Erickson, clerk-stenographer I, Summer Session, @ \$215 per month, as of 9/1, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60

Herbert R. Ewing, janitor, New Residence Hall, @ \$290 per month, as of 9/1, per June Board Report

Dorothy M. Brooks, janitress, New Residence Hall, @ \$215 per month, as of 9/8, per June Board Report

Marjorie R. Hamilton, food production manager, Food Services, @ \$400 per month, as of 9/8, to be raised to \$425 per month at the completion of probationary period, per June Board Report

Mary Ellen Massier, typing clerk II, New Residence Hall, @ \$235 per month, as of 9/8, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per June Board Report

Faith M. Peura, clerk-typist II, Business Services, @ \$235 per month, as of 9/8, per Internal Budget 1959-60

Carole L. Sanderson, clerk-stenographer II, Speech, @ \$240 per month, as of 9/8, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60

Betty Jo Teal, clerk-stenographer II, English-Publications, @ \$265 per month, as of 9/8, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60

Doris G. Thomas, clerk-stenographer II, Admissions, @ \$265 per month, as of 9/8, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60

Charles Lee Brooks, janitor, New Residence Hall, @ \$290 per month, as of 9/8, per June Board Report

Esther O. Lambert, janitress, New Residence Hall, @ \$215 per month, as of 9/10, per June Board Report

Hazel E. Neujahr, cook's helper, New Residence Hall, @ \$205 per month, as of 9/11, per June Board Report

Margaret Silger, cook's helper, New Residence Hall, @ \$190 per month, as of 9/11, per June Board Report

Juanita M. Smith, cook (temporary), New Residence Hall, @ \$200 per month, as of 9/11, per June Board Report

Florence Williams, cook's helper, New Residence Hall, @ \$230 per month, as of 9/11, per June Board Report

Jennie V. Ziegler, cook, New Residence Hall, @ \$200 per month, as of 9/11, per June Board Report

Roy Caldwell, kitchen laborer, Gilbert Hall, @ \$200 per month, as of 9/11, per July Board Report

Geneva P. Kangas, cook's helper, New Residence Hall, @ \$190 per month, as of 9/11, per June Board Report

Larry E. Bellinger, kitchen laborer, New Residence Hall, @ \$200 per month, as of 9/11, per June Board Report

Myrtle R. Rourke, library clerk I, Library, @ \$225 per month, as of 9/14, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60

Harriett T. Hunt, typing clerk II, University School, @ \$235 per month, as of 9/14, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60, in lieu of a library clerk.

Carole M. Altergott, clerk-stenographer II, Home Economics, @ \$255 per month, as of 9/14, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60 (1/2 new position approved added to 1/2 previously approved)

Harold L. Furman, janitor, New Residence Hall, @ \$290 per month, as of 9/14, per June Board Report

Thomas Gormley, kitchen laborer, New Residence Hall, @ \$200 per month, as of 9/14, per June Board Report

Anne Knodle, clerk-stenographer II, Biological Science-Earth Science, @ \$265 per month, as of 9/15, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60

Myril H. Buhler, clerk-typist II, Nursing-Mathematics, @ \$250 per month, as of 9/15, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-1960, in lieu of a clerk-stenographer

Bonita J. Suter, janitress, New Residence Hall, @ \$215 per month, as of 9/16, per June Board Report

Nancy L. McMurray, clerk-typist II, Graduate School, @ \$240 per month, as of 9/21, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60, in lieu of a clerk-stenographer

Reenea A. Manusos, clerk-stenographer II, Fine Arts, @ \$260 per month, as of 9/21, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60

Beverly L. Orman, clerk-stenographer II (temporary), Counseling, @ \$1.45 per hour for 144 hours, as of 9/29, per Internal Budget 1959-60

#### Replacements

Mary Dell Prater, clerk-stenographer II, Audio-Visual-Evening College, @ \$225 per month, as of 6/25, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Patricia Farley, transferred

Patricia Farley, secretary (stenographic), Graduate School, @ \$325 per month, as of 7/1, replacing Betty Patterson, resigned 6/1

Richard M. Bartelt, assistant food production manager, Student Union, @ \$340 per month, as of 7/1, to be raised to \$365 per month at completion of probationary period, replacing Elizabeth Secrest, transferred

Linda Lou Snyder, clerk-stenographer I, Stenographic Pool, @ \$230 per month, as of 7/20, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Barbara J. Kemp, transferred

Shirley L. Brouillette, clerk-typist II, Library, @ \$230 per month, as of 7/20, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Sue Hargrave, resigned 7/31

Dorothy E. Harmes, clerk-typist II, University School, @ \$250 per month, as of 7/22, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Constance Erickson, transferred

Helen A. Sloan, clerk-typist II, Student Health Service, @ \$240 per month, as of 7/27, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Myra Morris, resigned 8/14

Constance M. Erickson, clerk-stenographer II, Dean of Women, @ \$250 per month, as of 8/1, replacing Joan Rodda, resigned 5/31

Marlene L. Eriksson, clerk-stenographer III, Dean of Men, @ \$280 per month, as of 8/1, replacing Cornelia Gehring, resigned 5/31

T. Harold Marshall, janitor, Williston Hall, @ \$320 per month, as of 8/1, replacing John Deegan, retired 8/31

Robert C. Murray, purchasing agent, Business Services (Purchasing), @ \$600 per month, as of 8/1, to be raised to \$650 per month at completion of probationary period, replacing Francis Vaughan, resigned 7/31

Rosalie Rae Pluth, clerk-typist II, Registrar's Office @ \$235 per month, as of 8/8, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Verna Oles, resigned 8/12

Kay S. Callahan, clerk-stenographer II, Music, @ \$230 per month, as of 8/14, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Joyce Matkovic, resigned 8/14

Edwin M. Anderson, janitor, Physical Plant, @ \$290 per month, as of 8/17, replacing Harold Marshall, transferred

Barbara Ann Heins, clerk-stenographer II, English, @ \$255 per month, as of 8/17, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Marleen Eriksson, transferred

Lucille J. Marshall, clerk-typist II, University Food Services, @ \$250 per month, as of 8/24, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Marilyn Pozzi, resigned 8/14

Lois S. Rissman, health service nurse, Student Health Service, @ \$315 per month, as of 8/24, replacing Margaret Sanford, resigned 7/31

Nancy J. Anderson, health service nurse, Student Health Service, @ \$320 per month, as of 8/24, replacing Lois Schuhr, resigned (position was formerly on faculty status)

James B. Savage, kitchen laborer, Student Union, @ \$200 per month, as of 9/1, replacing Vernie Saltsgiver, resigned 9/14 while on layoff

James E. Royalty, kitchen laborer, Adams Hall, @ \$200 per month, as of 9/1, replacing Edward Bellerive, transferred

Ariel E. Cook, laundry worker, Physical Plant, @ \$215 per month, as of 9/8, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Grace Cruise, transferred

David L. Anderson, dishwasher, Cafeteria, @ \$200 per month, as of 9/11, replacing Ray Tadd, resigned 4/17

Judith A. Keller, vari-typist I, Business Services (Duplicating), @ \$235 per month, as of 9/14, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Suzanne



Fischer, resigned 3/20

Phyllis K. Maloney, clerk-stenographer II, Library, @ \$245 per month, as of 9/14, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Sara Stewart, resigned 8/14

Alyce M. McCants, clerk-stenographer II, Business Department, @ \$260 per month, as of 9/14, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Judith Sauber, resigned 8/20

Helen M. Pickwell, clerk-typist II, Business Services, @ \$230 per month, as of 9/14, replacing Evelyn Bennewate, transferred

Jean M. Sullivan, clerk-stenographer II (temporary), Business Services (Personnel), @ \$1.50 per hour for 125.2 hours, as of 9/14, replacing Eleanor J. Larson, on sick leave

Olga C. Bianchi, cook's helper, Adams Hall, @ \$190 per month, as of 9/21, replacing Geneva Kangas, transferred

Muriel M. Olenik, library clerk II, Library, @ \$240 per month, as of 9/21, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Mary Martinson, resigned 8/12

Evelyn Bennewate, clerk-typist III, Extension, @ \$250 per month, as of 9/21, replacing Glenda Rickords, resigned 9/25

Samuel Naylor, dishwasher, Student Union, @ \$200 per month, as of 9/22, replacing James Savage, transferred

Colette V. Simcox, clerk-stenographer II, Housing Office, @ \$260 per month, as of 9/22, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Judith Nicholson, resigned 8/21

Alice R. Hunter, cook, Gilbert Hall, @ \$200 per month, as of 9/28, replacing Marguerite Denny, resigned 9/12 while on layoff

John L. Smoltich, janitor (temporary), Gilbert Hall, @ \$290 per month, as of 9/29, replacing Francis Finnan, resigned 9/29

#### Change of Status

Selma Halstead, cook's helper, University School Lunch Program, @ \$220 per month, to Williston Hall, as of 6/22, for summer months only

T. Barbara Hart, clerk-typist II, Dean of Women's Office, @ \$220 per month, to Registrar's Office, @ \$225 per month, as of 7/1 (new salary range)

Elizabeth J. Secrest, assistant food production manager, Student Union, @ \$350 per month, to food production manager, Food Services, @ \$400 per month, as of 7/1

Paul Fairbrook, from manager of auxiliary enterprises, to director of University food services, Business Services, @ \$765 per month, as of 7/1

Marlyn H. TenBoer, from personnel officer to personnel officer II, Business Services (Personnel), @ \$600 per month, as of 7/1

Louise B. Baker, clerk-stenographer II (temporary), Dean of Men, @ \$1.45 per hour for 304 hours, as of 7/1

Arvo Huttunen, maintenance equipment operator, Grounds, @ \$345 per month, to grounds foreman, @ \$375 per month, as of 7/1 through 7/16

Arthur G. Carlson, plumber, Physical Plant, from \$3.60 per hour to \$3.80 per hour, as of 7/1

Sidney J. Wales, steamfitter, Physical Plant, from \$3.60 per hour to \$3.80 per hour, as of 7/1

Arnold K. Johnson, carpenter, Physical Plant, from \$3.25 per hour to \$3.40 per hour, as of 7/1

Clarence Scott, carpenter, Physical Plant, from \$3.25 per hour to \$3.40 per hour, as of 7/1

Kay S. Mullis, clerk-stenographer II (temporary), Home Economics, @ \$1.32 per hour for 215 hours, as of 7/1

Robert C. Underwood, assistant food production manager, Student Union, @ \$390 per month, to food production manager, @ \$415 per month, as of 7/2

Jane H. Brooke, bookkeeping machine operator II, @ \$270 per month, to accounting clerk II, @ \$290 per month, as of 7/2

Laurentze M. Larsen, janitress, Physical Plant, from \$215 per month, to \$245 per month, as of 7/6, completion of probationary period

Charlotte Ward, dining room supervisor, University School Lunch Program, to cook, Neptune Hall, @ \$1.46 per hour for 71 hours, as of 7/15

George W. Maxwell, policeman, Grounds, from \$290 per month, to \$320 per month, as of 7/19, completion of probationary period

Carol Ann Bradley, clerk-stenographer II, Dean of Women, @ \$275 per month, to clerk-stenographer III, @ \$290 per month, as of 8/1

Constance M. Erickson, clerk-typist II, University School, @ \$235 per month, to clerk-stenographer II, Dean of Women, @ \$250 per month, as of 8/1

Marlene L. Eriksson, clerk-stenographer II, English, @ \$250 per month, to clerk-stenographer III, Dean of Men, @ \$280 per month, as of 8/1

Anastacia L. Keller, library clerk I, Library, @ \$245 per month, to library clerk III, @ \$275 per month, as of 8/1

Janice A. Mummert, library clerk II, Library, @ \$265 per month, to library clerk III, @ \$280 per month, as of 8/1

Louise B. Baker, clerk-stenographer III (temporary), Dean of Men, @ \$1.45 per hour for 21 hours, as of 8/1

Carole I. Ledbetter, clerk-stenographer II (temporary), Graduate School, @ \$1.45 per hour for 72 hours, as of 8/1

Beverly J. Waite, clerk-stenographer II (temporary), Business Services, to clerk-stenographer I (temporary), Stenographic Pool, @ \$1.44 per hour for 148 hours, as of 8/1

James B. Savage, dishwasher, Student Union, @ \$200 per month, to kitchen laborer, Student Union, as of 9/1, no change in salary

Beverly J. Waite, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.44 per hour for 112 hours, as of 9/1

Ione J. Rice, clerk-stenographer II, Dean of Students, @ \$260 per month, to clerk-stenographer III, @ \$275 per month, as of 9/1

Marcia E. Erickson, clerk-stenographer I, Stenographic Pool, @ \$215 per month, to clerk-stenographer I, Summer Session, as of 9/1, no change in salary

Mary Anne Marshall, clerk-stenographer I, Office of Principal of University Junior High, @ \$245 per month, to clerk-stenographer II, @ \$265 per month, as of 9/1

Beverly J. Swanson, clerk-stenographer II, Office of Director of University Food Services, @ \$295 per month, to clerk-stenographer III, @ \$310 per month, as of 9/1

Charlotte Ward, cook, Neptune Hall, @ \$1.46 per hour, returned to dining room supervisor, University School Lunch Program, @ \$275 per month, as of 9/11

Florence Williams, cook, Cafeteria, @ \$230 per month, to cook's helper, New Residence Hall, as of 9/11, no change in salary

Evelyn Bennewate, clerk-typist II, Business Services, @ \$230 per month, to clerk-typist III, Extension, @ \$250 per month, as of 9/21

#### Leave of Absence

Josephine Fox, health service nurse, University School, 7/6 at noon to 9/8  
Mildred Houseman, food production manager, Food Services, 7/14 to 9/1  
Lura-Marie Kiesa, clerk-typist II, Neptune Hall, 7/14 to 1/2/60  
Barbara J. Kemp, clerk-stenographer I, Education, 7/20 to 10/5

#### Return from Leave of Absence

Mildred L. Houseman, food production manager, Food Services, as of 9/1  
Josephine Fox, health service nurse, University School, as of 9/8  
Marie L. Haendel, clerk-stenographer II, Alumni & Publicity, as of 9/8  
Ivan D. Houseman, second baker, Bake Shop, as of 9/8  
Catharine E. Seldal, Cook, Gilbert Hall, as of 9/11  
Anna C. Lindemann, cook, Neptune Hall, as of 9/11  
Effie M. Wiggins, cook, Neptune Hall, as of 9/11  
Inez T. Owen, bookkeeping machine operator II, Business Services, as of 9/21

#### Change of Name

Helen Friel, to Helen Friel Farley, as of 8/1  
Janice A. Mummert, to Janice Ann Moreland, as of 9/1  
T. Barbara Hart, to Barbara Hart Halverson, as of 9/1  
Marlene Lou Eriksson, to Marlene Lou Davis, as of 9/5

#### Retirement

John Deegan, janitor, Williston Hall, as of 8/31

#### Death

Cleveland Brophy, janitor, Physical Plant, 6/26/59

## Resignations

Geraldine Bellich, clerk-typist II, Registrar's Office, as of 7/3  
Sue A. Hargrave, clerk-typist II, Library, as of 7/31  
Francis Vaughan, purchasing agent, Business Services, as of 7/31  
Mary C. Anderson, clerk-stenographer I, Lorado Taft, as of 7/31  
Margaret Sanford, health service nurse, Student Health Service, as of 7/31  
Kay S. Mullis, clerk-stenographer II (temporary), Home Economics, as of 7/31  
Louise B. Baker, clerk-stenographer III (temporary), Dean of Men, as of 8/7  
Verna L. Oles, clerk-typist II, Registrar's Office, as of 8/12  
Mary Lou Martinson, library clerk II, Library, as of 8/12  
Carole I. Ledbetter, clerk-stenographer II (temporary), Graduate School, as of 8/13  
Joyce Matkovic, clerk-stenographer II, Music, as of 8/14  
Marilyn Ann Pozzi, clerk-typist II, University Food Services, as of 8/14  
Sara A. Stewart, clerk-stenographer II, Library, as of 8/14  
Myra E. Morris, clerk-typist II, Student Health Service, as of 8/14  
Judith R. Sauber, clerk-stenographer II, Business Department, as of 8/20  
Judith A. Nicholson, clerk-stenographer II, Housing Office, as of 8/21  
Judith A. Healey, clerk-stenographer II (temporary), Nursing, as of 8/26  
Darlene M. Phelps, vari-typist I (temporary), Business Services (Duplicating), as of 8/26  
Elizabeth Ann Weston, clerk-typist II (temporary), Registrar's Office, as of 8/28  
Joanne E. Matthew, clerk-stenographer II (temporary), Auxiliary Enterprises, as of 8/31  
Judith Ann Jackman, clerk-stenographer I (temporary), Admissions, as of 9/4  
Judith Ann Mullis, clerk-typist II (temporary), Registrar's Office, as of 9/11  
Paul Fairbrook, director of University Food Services, Business Services, as of 9/11  
Marguerite Denny, cook, Gilbert Hall, as of 9/12 while on layoff  
Vernie B. Saltsgiver, kitchen laborer, Student Union, as of 9/14 while on layoff  
Glenda L. Rickords, clerk-typist III, Extension, as of 9/25  
Francis Finnan, janitor, Gilbert Hall, as of 9/29  
Thomas Gormley, kitchen laborer, New Residence Hall, as of 9/30  
Larry E. Bellinger, kitchen laborer, New Residence Hall, as of 9/30

## Change in Salary

- a) We request permission to raise the salary of Isabelle Fender, Tabulating Machine Operator I, Statistical Services, from \$230 per month to \$240 per month, effective November 15, 1959. Mrs. Fender has attended a number of IBM schools, is a college graduate, and is serving the Tabulating Department in an excess of expectations. This increase will be payable from General Revenue-Personal Services.
- b) We should like to recommend that the salary of Mr. Peter Bradley, Electronics Technician II, be increased from \$385 to \$420 per month, effective December 1, payable from General Revenue, Personal Services. Mr. Bradley's responsibilities have increased greatly because of the varied and increased duties connected with new construction and new equipment recently placed into operation. He has completed a two-year course in electronics at DeVry Technical Institute and is now completing the advanced electronics course. Because of his increasing value to the university and in an effort to attempt to pay him a salary comparable to that being paid such personnel, we recommend the above mentioned increase.

## V. THE CURRICULUM

### 1. Extension Center for Graduate Credit at Mendota

The Mendota community is growing and prosperous with an increase in school enrollment and the number of teachers. Investigation shows (1) that the



Mendota Board of Education policies require all teachers to continue their education (those with bachelor's degrees being required to earn a minimum of five semester hours every four years) and (2) that a majority of the elementary teachers now have degrees and are taking or wish to take graduate work to meet requirements and/or to qualify for the master's degree.

Many teachers in nearby communities are eager to register for courses offered in Mendota if the city is approved as a graduate center. Within a distance of thirty miles are the following communities from which registrants would be drawn: LaSalle, Peru, Oglesby, Princeton, Amboy, LaMoille, Earlville, Paw Paw, Triumph, Meriden, Ohio, and Walnut as well as several other smaller communities.

Mendota has worked to build a teachers' professional library, adding specific materials each year for specific areas and the library, we believe, is adequate for an extension center. Classroom facilities are also excellent. We should like to recommend Mendota as a graduate extension center.

## VI. BUILDINGS AND GROUNDS

### Contract Change Orders - Women's Residence Hall Group

#### Swain and Meyers Sales Company Contract No. 70B-52 (SL)

Omit the Hotpoint pressure cooker and stand and furnish "Steamchef" Model 105F - Add to contract	\$ 477.00
Install manual-operating timers on each compartment (six) of the two "Steamchefs" - Add to contract	96.00
Exterior finish of all five (5) Groen kettles, to be polished 200 emery grit, exterior as well as interior - Add to Contract	90.00
Provide Hobart rinse injector, mounted on the FT-24 dishwasher - Add to contract	375.00
Drill holes in Crescent metal racks, 1/2" holes for additional ventilation - in accordance with Crescent Metal Products' drawing No. 2-2228 - Total for 12 units - Add to contract	54.00
Provide the 4 milk dispensers, with turn tables, total for four (4) - Add to contract	138.00
Total addition Swain and Meyers Contract 70B-52 (SL)	\$1,230.00
Omit the hamburger machine "Hollymatic" unit and stand - Deduct from contract	<u>1,084.00</u>
Net addition to Swain and Meyers Contract 70B-52 (SL)	\$ 146.00

#### Broadway Electric Company Contract No. 70B-51 (SL)

Omission of Type "Z" lighting fixtures for the center of ceiling in Private Dining Room - Deduct from contract	\$ 250.00
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#### J. L. Simmons Contract No. 70B-48 (SL)

Omission of two feet of stub wall at passage 2345 - Deduct from contract	35.75
Addition of one lock on Type AC Door to Shower Room 1320 - Add to contract	<u>31.79</u>
Net credit to J. L. Simmons Contract 70B-48 (SL)	\$ 3.96

Total credit to Construction Fund Series '57 of \$107.96

Balance in Construction Fund Series '57	\$ 37,580.06
Plus above credit	<u>107.96</u>
Balance in Construction Fund Series '57	\$ 37,688.02

Contract Change Orders - Married Student Housing

Roy C. Williams Contract No. 70B-81 (SL)

As a result of the omission of ceramic tile in the bathrooms of the Married Student Housing units it becomes necessary to substitute 8" concrete blocks for the 6" blocks at the tub end walls in the 80 units, resulting in addition to contract \$ 381.60

Additive Alternate G-8 - Roy C. Williams Contract 70B-81 (SL)

At the time the bids were approved for the construction of the Married Student Housing, Additive Alternate G-8 was omitted with the understanding that it could be submitted to the Board for approval any time during construction if sufficient funds were found to be available. Alternate G-8 provided for supply and installation of Wall-away dining room cabinets in all 80 apartments. In view of the limited storage area available in these apartments these cabinets are highly desirable. Sufficient funds are available for this addition and we recommend that Alternate G-8 be approved for the sum of \$23,300. Addition to Contract 70B-81 (SL) \$23,300.00

Balance in Construction Fund Series '59	\$ 74,973.70
Less above additions	<u>23,681.60</u>
Remaining balance in Construction Fund Series '59	\$ 51,292.10

Reduction of Retention Fees -- Married Student Housing

The Roy C. Williams Co., general contractors on the Married Student Housing project, have now completed more than 50% of their contract and have requested that the 10% retention on the balance of the payments be reduced to 5%. The specifications governing this contract permit this reduction to be made, with the approval of the owner (See Page GC4, paragraph 9, of the General Specifications.) We concur in the recommendation of Orput-Orput & Associates that the retainage fees on the Roy C. Williams Co., general contract No. 70B-81 (SL) be reduced from 10% to 5% on all payments falling due after November 1, 1959.

Purchases under Building Funds Accounts

Twenty-one (21) serving tables for Neptune Dining Hall

Specifications requested - tables 30" x 18" x 32" high with shelf at a height of 16" from floor, shelf and table top of formica, table top edge reinforced with metal binding, base of wrought iron -- to serve as auxiliary serving tables when meals are served restaurant style.

R. A. Herbst Corp., Chicago, Illinois	\$ 1,115.10
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R. A. Herbst Corp., supplier of the Neptune Dining tables, our order DH-5001, was contacted for quotations. The manufacturer estimates a savings to us of 10% if order is placed while matching materials are in stock.

We recommend the acceptance of the offer of R. A. Herbst Corp., to provide 21 serving tables to match our present dining tables, at a cost of \$53.10 each, total cost - f.o.b. DeKalb, of \$1,115.10, payable from Women's Residence Hall Equipment Fund, Series '57.

Balance in Equipment Fund Series '59	\$ 4,643.96
Less Above	<u>1,115.10</u>
Balance Equipment Fund Series '59	\$ 3,528.86

# IX. MISCELLANEOUS

1. Construction of Dressing Room for Speech Department (Fine Arts Building) - Previously approved by the Advisory Committee

To provide dressing rooms for the Department of Speech - construction involves approximately six hundred (600) square feet of cement block walls; contractor to provide and install doors to dressing rooms and costume area.

Hilding Franzene, DeKalb	\$ 1,100.00 *
Johnson & Jacobson, DeKalb	1,475.00

Payable from General Revenue, Contractual Services

2. Air-conditioning Unit - Reavis Classroom Building

Quotations were requested for the replacement or rebuilding of the 50 H.P. air-conditioning unit at Reavis Classroom Building. Technical advice was requested concerning advisability in effecting satisfactory repairs which are required because of the failure of a valve and damage to a piston. The following proposals were received:

## Replace present unit and balance system

Park Plumbing & Appliance Co., Loves Park, Illinois	\$1,715.60 *
Kallal Sheet Metal Co., DeKalb	2,500.00
Miller Engineering Co., Rockford	No bid

## Rebuild present unit and balance system

Park Plumbing & Appliance Co., Loves Park, Illinois	\$2,571.15
Kallal Sheet Metal Co., DeKalb	No bid
Miller Engineering Co., Rockford	No bid

We should like to recommend the acceptance of the bid of Park Plumbing & Appliance Co., Rockford, low bidder, to replace present unit and balance system for the sum of \$1,715.60, payable from Contractual Services, General Revenue.

3. Purchase of Automobile

Quotations were requested for one (1) 1959 8-cylinder, 4-door sedan with the following results:

Fourth Street Motor Sales, DeKalb (Chevrolet)	\$ 2,050.00 *
State Street Motor Sales, Sycamore (Chevrolet)	No bid
Manning Motor Sales, DeKalb (Ford)	No bid
Wrigley's Garage, Lee, Illinois (Chevrolet)	No bid
Marshall Motors, Dixon (Plymouth)	No bid

We should like to recommend the acceptance of the bid of Fourth Street Motor Sales, DeKalb, Illinois, in the amount of \$2,050.00, low bidder, payable from budgeted funds, Equipment, General Revenue.

4. Purchase of sixteen (16) automatic electric washing machines, six (6) automatic gas dryers, and seventeen (17) coin meters for washing machines for Neptune Hall student laundry rooms

Gordon Hardware, DeKalb	\$ 4,029.50 *
Sears Roebuck & Co., DeKalb	4,231.15
Ace Hardware, DeKalb	No bid

We should like to recommend the acceptance of the low bid of Gordon Hardware, DeKalb, Illinois, in the amount of \$4,029.50, payable from available funds in the "Washing Machine" Trust Fund account.

5. Purchase of Equipment for Department of Physics

One (1) Model 192A-P Ultra Scaler

Nuclear Chicago Corp., Des Plaines, Illinois	\$ 1,803.95 *
Chicago Apparatus Co., Chicago	No bid
E. H. Sargent & Co., Chicago	No bid
Central Scientific Co., Chicago	No bid

One (1) Model 132 Analyzer-Computer

Nuclear Chicago Corp., Des Plaines, Illinois	\$ 1,371.89 *
Chicago Apparatus Co., Chicago	No bid
E. H. Sargent & Co., Chicago	No bid
Central Scientific Co., Chicago	No bid

Payable from budgeted funds, Equipment, General Revenue

\* Low bid recommended

All bids for the above purchases were solicited in accordance with approved purchasing regulations.

Leslie A. Holmes  
President



REPORT OF  
WESTERN ILLINOIS UNIVERSITY

November 5, 1959

I. Students

	Men & <u>Boys</u>	Women & <u>Girls</u>	<u>Total</u>	<u>Equated</u>	<u>One Year Ago</u> <u>Total Equated</u>	
A. Enrollment, Second Summer Term 1959						
1. <u>University (on campus)</u>						
Graduates	177	97	274		320	
Seniors	158	113	271		319	
Juniors	144	81	225		231	
Sophomores	55	60	115		134	
Freshmen	31	25	56		65	
Special	<u>8</u>	<u>6</u>	<u>14</u>			
	573	382	955	904	1,069	1,031
<u>Tours</u>						
New England-Canada	0	26	26			
Mexico	1	32	33			
Story of the West	1	27	28			
Latin America	0	26	26			
Hawaii	2	39	41			
Alaska	3	23	26			
Round-the-World						
(RW-1, total 18)	0	1	1			
Round-the-World						
(Southern Route,						
total 16)	<u>0</u>	<u>2</u>	<u>2</u>	—	—	—
	7	177	184		190	
<u>Extension</u>						
Blandinsville -						
Health 221	4	4	8		0	
Workshops (non-credit)	0	0	0		41	
Grand Total	580	559	1,147		1,300	
2. Enrollment of veterans (included in foregoing)						
P.L. 16	1	0	1		4	
P.L. 550	174	0	174		267	
P.L. 634	0	1	1		1	
Military						
Scholarships	<u>75</u>	<u>4</u>	<u>79</u>	—	<u>102</u>	—
	250	5	255		374	
B. Enrollments, Fall Quarter 1959						
1. <u>University (on campus)</u>						
<u>Regular Students</u>						
Graduates	44	16	60		72	
Seniors	204	122	326		319	
Juniors	300	132	432		477	
Sophomores	391	231	622		639	
Freshmen	803	454	1,257		1,201	
Special	<u>3</u>	<u>1</u>	<u>4</u>			
	1,745	956	2,701	2,675	2,708	2,685

### Saturday and Evening Classes

Graduates	68	38	106		164	
Seniors	2	8	10		18	
Juniors	1	3	4		8	
Sophomores	0	7	7		6	
Freshmen	2	5	7		3	
Special	<u>2</u>	<u>7</u>	<u>9</u>	<u>42</u>	<u>199</u>	<u>59</u>
	75	68	143			

Sub-total	1,820	1,024	2,844	2,717	2,907	2,744
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### 2. Extension

Aledo -						
Ed. 415, 415G,						
426, 426G	8	33	41			
Alexis -						
Eng. 418, 418G	1	30	31			
Canton - Speech						
424, 424G	4	38	42			
Carthage - Geog.						
354, 354G	2	7	9			
Galesburg -						
History 344	5	34	39			
Jacksonville -						
Pol. Sc. 428, 428G	4	8	12			
Moline -						
Soc. Sc. 437, 437G	5	19	24			
Pittsfield -						
Ed. 438, 438G	7	26	33			
Quincy - Econ.						
457, 457G	5	18	23			
Rushville -						
Art 222	<u>2</u>	<u>15</u>	<u>17</u>	<u>252</u>		
	43	228	271			

Total university students	1,863	1,252	3,115		3,159	
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### 3. Campus School

High School	98	114	212		214	
Grades 1 - 8	160	175	335		345	
Kindergarten	<u>29</u>	<u>18</u>	<u>47</u>	<u>43</u>		
	287	307	594		602	
Grand Total	2,150	1,559	3,709		3,761	

### 4. Veterans (included in foregoing)

P.L. 16	1	0	1		4	
P.L. 550	185	1	186		320	
P.L. 634	6	6	12		6	
Military Scholarships	<u>102</u>	<u>1</u>	<u>103</u>	<u>72</u>		
	294	8	302		402	

### C. Scholarship Students

Student Activity  
and Registration  
Fees

Matriculation  
and Graduation  
Fees

### Second Summer Term 1959

Teacher Education Scholarships	171	3
Military Scholarships	83	7

Fall Quarter 1959

Teacher Education Scholarships	1,064	12
Military Scholarships	106	11

D. Statement of Per Capita Cost for Year ending June 30, 1959:

Total net expenditures for 1958-59: \$2,560,198.33

	<u>Qr. Hr. Enrollment</u>	<u>Equivalent in 48 Qr. Hr. Enrollment</u>
	146,013	3,041.9
Per capita cost 1958-59: \$2,560,198.33 ÷ 3,041.9 =		\$841.64
Per capita cost 1957-58:		776.56
Per capita cost 1956-57:		701.53
Per capita cost 1955-56:		710.80
Per capita cost 1954-55:		741.75
Per capita cost 1953-54:		834.64

E. Graduates, Summer Sessions of 1959

1. A total of 84 students completed the requirements for the Master of Science in Education degree.
2. A total of 99 students completed the requirements for the Bachelor of Science in Education degree.
3. A total of 15 students completed the requirements for the Bachelor of Science degree.

II. Faculty

A. Resignations

1. Mr. Joseph B. Adam, Instructor and Supervising Teacher of Physical Education, resigned effective with the close of the First Summer Term 1959 to accept a position at Canton High School.
2. Dr. R. Bruce Harley, Professor of Social Science, resigned effective August 31, 1959 to accept a research position with the Air Force.
3. Dr. A. Lawrence O'Toole, Professor of Mathematics, resigned at the close of the Second Summer Term 1959 to accept a position at Drake University.
4. Dr. Robert Moore, Assistant Professor of Education and Psychology, submitted his resignation effective October 31, 1959.
5. Dr. Samuel Levine, Associate Professor of Chemistry, has submitted his resignation to become effective November 30, 1959.
6. Donald R. Simpkins, Graduate Assistant in Physical Education, resigned effective October 8, 1959.

B. Retirement

1. Dr. M. N. Thisted, Professor of Education and Dean of Men, who became sixty-three years of age on August 22, 1959, requested permission to retire as of September 1, 1959.

C. Leave of Absence

1. Mr. Samuel E. Deeds, Supervising Teacher of Mathematics, is ill and

unable to perform his duties. He was kept on the pay roll through October 2 in accordance with the sick leave due him and will be on leave without salary effective October 3 for an indefinite period.

#### Replacements

1. Mr. Howard R. Hohman was employed as Instructor and Supervising Teacher in Physical Education effective September 1, 1959 at \$580 per month to replace Joseph B. Adam. Mr. Hohman received the B.S. degree from the University of Illinois and the M.A. from the University of Maryland. He served as graduate assistant at the University of Maryland and during the past year taught and coached at the Tremont High School.
2. Dr. Reef V. Waldrep, Jr., was employed as Associate Professor of English (Journalism) beginning September 1, 1959 at \$800 per month. He is a replacement for Dr. Kent Pease. His degrees are: A.B., Birmingham-Southern; M.A., University of Alabama; Ed.D., University of Tennessee. He has had fourteen years' teaching experience in Alabama and Tennessee high schools, and since 1956 he has been on the staff of Meridian Municipal Junior College in Mississippi.
3. Mr. Earl C. Kiefer was employed as Assistant Professor of Mathematics on a temporary basis for the 1959-60 academic year to replace A. L. O'Toole. Mr. Kiefer received the B.S. degree from Michigan Agricultural College and the M.S. from the University of Michigan. He also has a year's work beyond the Master's at the University of Michigan. He has taught at Michigan State University, University of Michigan, Iowa State College, and Millikin University. Mr. Kiefer's salary is \$880 per month.
4. Mr. Roy R. Grindstaff was appointed to the position of Instructor and Supervising Teacher of the Fourth Grade effective September 1, 1959 to replace Frances Tyau. Mr. Grindstaff received the B.S. in Ed. from Southeast Missouri State Teachers College and the A.M. from George Peabody College for Teachers. He has also completed a year of graduate work at the University of Illinois and was awarded the Advanced Certificate in Education in 1956. He has taught ten years in elementary schools in Missouri and Illinois. His salary is \$660 per month.
5. Miss Flora Lynn Kirschner was employed as a one-year substitute for Mr. Frank Harnish, Supervising Teacher of Speech and Dramatics, who is on leave of absence. Miss Kirschner holds the B.A. degree from Mills College and the M.A. from Stanford University. She served as teaching assistant and library assistant at Stanford, and during the past year she was on the staff of Monticello College. Her salary is \$600 per month, and she has the rank of Instructor.
6. Mr. Gladwyn L. Barrett was employed as Instructor in Physics on a temporary basis for the 1959-60 academic year to replace Donald Trummel. Mr. Barrett received the B.S. degree from Western in 1958 and completed the requirements for the M.S. in July 1959. During 1958-59 he served as a Graduate Assistant in the Physics Department. From 1937 to 1957 he was employed as a radio operator by the State Police Department. His salary is \$660 per month.
7. Dr. John Raatjes was employed effective September 1959 as Assistant Professor of Social Science at \$740 per month to replace R. B. Harley. He holds the B.A. degree from Roosevelt College and the Ph.D. from the University of Illinois. Dr. Raatjes came to Western from Kansas State College, Pittsburg; prior to that he taught in the Chicago public schools and was a teaching assistant at the University of Illinois.



8. Miss Ellen Heine was employed on a one-year temporary basis to replace Olive Potter in the Women's Physical Education Department. Miss Heine received the B.A. degree from Macalester College and the M.A. from Scarritt College, and she has done additional graduate work at George Peabody College and the University of Wisconsin. She has taught ten years in Minnesota high schools, two years at Judson College, and last year at Ball State Teachers College. She has the rank of Assistant Professor, and her salary is \$660 per month.
9. Miss Marcia D. Metcalf was employed as Instructor in the Department of Home Economics effective September 1959 at \$620 per month as a replacement for Tressie Bonham, retired. Miss Metcalf holds the B.S. and M.S. degrees from the University of Wisconsin. She has taught seven years in high schools, was employed in industry two years, and served three years as a recreation director for the Army.
10. Mr. William S. McKinley was employed as Faculty Assistant and Supervising Teacher of Mathematics effective September 1959 as a temporary replacement for Melvin Lang, resigned. Mr. McKinley received the B.S. degree from Western. His salary is \$400 per month. His contract is for the fall quarter only and will be continued beyond that only if it is not possible to obtain a fully qualified person for this position.
11. Mrs. Pearl C. Castle was re-employed as temporary Instructor and Supervising Teacher of Foreign Languages at a salary of \$560 per month. Mrs. Castle's contract is on a term basis and will be continued beyond the fall quarter only in the event a suitable candidate cannot be obtained for this position.
12. Miss Sherry Dunlap was employed as Instructor on the Library staff beginning September 1959 at \$580 per month. She is a replacement for Howard Clayton. Miss Dunlap received the B.A. degree from Bowling Green University and the M.S. in L.S. from the University of Illinois. She worked as student assistant in the Bowling Green library for two and one-half years.

#### E. Appointments to New Positions

1. Dr. Eugene Pergament was employed as Assistant Professor of Biological Sciences effective September 1, 1959 at \$620 per month. Dr. Pergament holds the B.S. degree from Yale College and the M.S. and Ph.D. from Purdue University.
2. Mr. Richard Veleta was appointed as Assistant Professor of Music beginning September 1959 at \$700 per month. He received the B.M. and M.M. degrees from Northwestern University and is scheduled to complete the requirements for the doctorate in the summer of 1960. Mr. Veleta came to Western from New Mexico Highlands University where he had taught since 1955. He also taught at St. Lawrence University and DesPlaines High School and has done private studio teaching and served as organist and choir director in a number of churches.
3. Mr. Wilbur Hoppe was appointed on a one-year basis as Instructor of Mathematics at \$620 per month. Mr. Hoppe received the B.S. and M.S. degrees from the University of Wisconsin where he served as a teaching assistant during the past year.
4. Dr. William Murray Masters was employed effective September 1959 as Assistant Professor of Social Science at \$740 per month. His degrees are B.A., M.A., and Ph.D. from the University of Michigan. He has served as teaching assistant, substitute teaching fellow, and research assistant at the University of Michigan, guest lecturer at U. Farouk I., Alexandria, Egypt, and instructor at North Carolina State College.

5. Mr. Gilbert Shuck was employed as Assistant Professor of Physical Education at \$700 per month. Mr. Shuck received the B.S. from Ball State Teachers College, the Master's in Physical Education from Purdue University, and the P.E.D. degree from Indiana University. He taught two years at LaGrange, Indiana, and four years at Elwood, Indiana. Since 1954 he has been on the staff of the Frankfort, Indiana, High School. He is the first doctorate in the Men's Physical Education Department at Western.
6. Dr. Norman C. Olson was employed as Associate Professor of Business Administration beginning September 1959 at \$860 per month. His degrees are: B.S., M.S. (Education), M.S. (Economics), and Ph.D., University of Wisconsin. Dr. Olson taught three years at Concordia College, and since 1952 he has been employed by the Wisconsin Power and Light Company.

F. Appointments of part-time Faculty and Graduate Assistants for 1959-60 academic year.

1. Roger McClintock, B.S., Western, Graduate Assistant, Mathematics, at \$150 per month.
2. Donald R. Simpkins, B.S., Western, Graduate Assistant, Physical Education, at \$75 per month.
3. Daniel Ryan, B.S., Western, Graduate Assistant, Physical Education, at \$75 per month.
4. Charles F. Armitage, B.S., Western, Graduate Assistant, Physical Education, at \$75 per month.
5. Richard Lee Lounsberry, B.S., Western, Graduate Assistant, Physical Education, at \$75 per month.

Note: The Physical Education Department chose to have four Graduate Assistants at \$75 per month rather than two at \$150 as listed in the internal budget.

6. Azel Alan Griswold, B.S., Western, Graduate Assistant, Chemistry, at \$100 per month.
7. Richard Lee Hoffman, B.S., Western, Graduate Assistant, Chemistry, at \$100 per month for four and one-half months only.

Note: The Chemistry Department chose to have one graduate assistant at \$100 per month for nine months and one at \$100 for four and one-half months, or a total of \$1,350 for the year, rather than one person at \$150 for nine months as listed in the budget.

8. Thomas A. Luse, A.B., Augustana College, Graduate Assistant, Biological Sciences, at \$150 per month.
9. Phillip L. Stoddard, B.S., Western, Graduate Assistant, Physics, at \$150 per month for the fall and winter quarters.
10. Jane Elizabeth Cook, B.S., Western, Graduate Assistant, Guidance, at \$150 per month.
11. Ronald Lee Zabel, B.S., Western, Graduate Assistant, Guidance, at \$150 per month.
12. Blaine Bonyne, B.S., Western, Faculty Assistant, Laboratory School, at \$110 per month, September to March, inclusive.

13. Velma McCartney, B.Ed., Western, Faculty Assistant, Laboratory School, \$220 per month.
14. Alice Bennett Kellogg, B.S., Western, Faculty Assistant, Women's Physical Education, at \$175 per month. This is an emergency appointment for the fall quarter only to take care of required activity classes. It is hoped that a suitable candidate for the new position provided in the budget for this department will be obtained by the beginning of the winter quarter.
15. Herbert L. Monoson, B.S., Western, Graduate Assistant, Biological Sciences, at \$150 per month.
16. Mr. Frederick Charles Dasso, B.S., Western Illinois University, was employed as Graduate Assistant in Physical Education effective October 9, 1959 at \$75.00 per month. He replaced Donald R. Simpkins.

#### G. Summer School Changes

1. Remove Joseph B. Adam from August pay roll (\$165).
2. Add Howard R. Hohman for \$145 in August.

#### H. Faculty Requests to Enroll in Classes

The following faculty members have requested permission to enroll in the courses indicated:

Rhea Shields, Instructor, Home Economics

Statistics 426 - Winter Quarter 1959-60

Dolores Gade, Faculty Assistant, Laboratory School (Home Economics)

Education 527 - Second Semester 1959-60

#### I. Advanced Degree

Miss Florence M. Hulett, Assistant Professor and Supervising Teacher of Physical Education, has completed the requirements for the Doctor of Education degree, and the degree will be awarded by the University of Oregon at the June 12, 1960 commencement.

#### J. Return from Leave of Absence

1. Mr. Samuel E. Deeds, Instructor in the Laboratory School, who was on leave without salary due to illness, returned to duty as of October 19, 1959.

#### K. Addition to Substitute Teacher List

1. Miss Louise Waggoner, M.A., Northwestern University.

### III. Other Employees

#### A. Resignations

1. Helen C. Vail, Maid, WCS-137, effective August 10, 1959.
2. Shirley E. Fahnestock, Clerk Typist I, Business Office, WCS-115, effective August 21, 1959.
3. Charlotte S. Mills, Clerk Stenographer I, Mathematics and Off-campus Student Teaching Offices, WCS-124, effective August 31, 1959.

4. Mary Ferne Hillyer, Cook, WCS-19, effective August 8, 1959.
5. Althea Rae Dean, Clerk Typist I, Duplicating Office, effective October 30, 1959.
6. Alice Kutcher, Clerk Typist II, WCS-88, Student Personnel Services, effective October 30, 1959.
7. Miss Susan G. Banks, Women's Locker Room Attendant, WCS-132, effective October 31, 1959.

B. Layoffs

1. Clara M. Broyles, Cook, WCS-5, effective August 30, 1959.
2. Marie L. Horrell, Cook, WCS-72, effective September 6, 1959.
3. Roberta D. Miller, Cook, WCS-39, effective September 6, 1959.
4. Nell R. Purdum, Cook, WCS-52, effective September 6, 1959.
5. Nellie Mae Rhodes, Cook, WCS-54, effective September 6, 1959.

C. Reinstatements

1. The following, who have been on layoff status, were recalled to duty on the dates indicated:
  - a. Marguerite M. Chenoweth, Maid, WCS-130, August 17, 1959.
  - b. Vivian M. Roberts, Maid, WCS-25, August 17, 1959.
  - c. Irene D. Brewer, Maid, WCS-128, August 17, 1959.
  - d. Olive G. George, Assistant Residence Hall Director, WCS-119, September 1, 1959.
  - e. Alice M. Schleier, Assistant Residence Hall Director, WCS-100, September 1, 1959.
2. Mrs. Elizabeth Jones, Residence Hall Director, WCS-10, who had been on leave without salary, returned to duty as of August 18, 1959.

D. Changes in Duty, Classification and/or Salary

1. Pauline I. Chatterton, Clerk Typist I, WCS-106, was promoted to Clerk Stenographer I, WCS-56, at \$235 per month effective July 1, 1959 to fill the vacancy created by the resignation of Janice Driskell.
2. Dick J. Douglas, Janitor, WCS-60, completed the probationary period and his salary increased to \$320 per month effective July 12, 1959.
3. Howard R. Settles, Janitor, WCS-53, completed his probationary period and his salary was increased to \$320 per month as of August 1, 1959.
4. Mary VeNard, Janitress, WCS-67, was transferred within the operating unit as of September 6, 1959 to a new position in the Fine Arts Building, WCS-50.
5. It is recommended that the salary of Ralph E. Campbell, Assistant Business Manager, WCS-140, be increased to \$700 per month effective November 1, 1959. The range for this classification is \$475 - \$800.



6. It is recommended that the salary of Pauline I. Chatterton, Clerk Stenographer I, WCS-56, be increased to \$275 per month effective November 1, 1959. Mrs. Chatterton has an opportunity for a position in Macomb (under State Civil Service) which has a beginning salary of \$275. She is a very capable employee in the Office of Admissions and Registrar, and we wish very much to retain her. Employees in this office require a long training period, and changing of help is a definite handicap to the operation of this office.

#### E. Replacements

1. Mr. Clarence M. Waller was employed as temporary Groundsman effective July 20, 1959 at \$290 per month. This is a temporary position not to exceed four months.
2. Elizabeth A. Beatty was employed as Clerk Typist I, WCS-106, effective July 22, 1959 at \$230 per month. She replaces Pauline Chatterton, who was transferred to another position in the Office of Admissions and Registrar.
3. Donna S. Johnson was employed effective August 17, 1959 as Clerk Typist I, WCS-115, to replace S. Fahnestock in the Business Office. Her salary is \$225 per month.
4. Lora M. Cagle was employed as Secretary (S), WCS-50, in the Provost's Office effective August 21, 1959 at \$300 per month to replace Mary Ann Cary who was transferred within the operating unit.
5. Mildred M. Litchfield was employed as Clerk Stenographer I, WCS-124, effective September 1, 1959 at \$235 per month to replace C. Mills in the Mathematics and Off-campus Supervision Offices.
6. Nellie M. Rhodes, who was laid off from the position of Cook, WCS-54, replaced Mary VeNard in the position of Janitress, WCS-67, effective September 6, 1959 at \$215 per month (\$235 under new contract).
7. Harold M. Kennedy was employed as Janitor, WCS-42, beginning September 3, 1959 at \$290 per month (\$315 under new contract). He replaced Alfred V. Learned who was transferred within the operating unit.
8. Nell R. Purdum, who was laid off from the position of Cook, WCS-52, was employed as Maid, WCS-137, effective September 21, 1959 at \$205 per month (\$235 under new contract). She replaced Helen C. Vail.
9. Carol A. Welch was employed effective October 26, 1959 as Clerk Stenographer II in the Office of Men's Counselor at \$250 per month to replace Alice Kutcher.
10. Roberta D. Miller was employed effective November 1, 1959 as Clerk Typist I in Duplicating Service to replace Althea Rae Dean. Her salary is \$230 per month. Mrs. Miller was formerly employed as Cook, WCS-39.
11. Edith S. Leasman was employed as temporary Maid beginning October 26, 1959 at \$235 per month as a substitute for Marguerite Chenoweth who is on leave of absence.
12. Mrs. Ruth Hainline was employed effective October 26, 1959 as Women's Locker Room Attendant at \$275 per month to replace Susan Banks. Mrs. Hainline was formerly employed as Assistant Food Production Manager, WCS-86.

F. New Positions as provided in Internal Budget.

1. Betty A. Butcher, Health Service Nurse, WCS-144, effective August 1, 1959 at \$350 per month.
2. Donald D. Jackson, Groundsman, WCS-146, at \$290 per month beginning August 3, 1959.
3. Charles J. Miller, Janitor, WCS-145, effective August 3, 1959 at \$290 per month.
4. Ronald K. Shipman, Janitor, WCS-148, effective August 10, 1959 at \$290 per month.
5. Beverly M. Jones, Clerk Stenographer I in the Business Office, WCS-147, effective August 17, 1959 at \$230 per month.
6. Connie W. Staggs, Clerk Stenographer II in the School of Education Office, WCS-149, effective September 1, 1959 at \$250 per month.
7. Audrey M. Barclay, Clerk Stenographer I in the Office of Admissions and Registrar, WCS-153, effective August 27, 1959 at \$230 per month.
8. Patricia K. Sanderson, Clerk Stenographer I in Social Science Department, WCS-152, effective September 4, 1959 at \$230 per month.
9. Frank C. Borth, Jr., Policeman, WCS-156, effective September 7, 1959 at \$305 per month (\$330 under new contract).
10. Richard M. Frowein, Internal Auditor in the Business Office, WCS-151, effective September 8, 1959 at \$500 per month.
11. Catherine L. Geiger, Clerk Stenographer I in the Science Departments, WCS-154, effective September 8, 1959 at \$230 per month.
12. Kay B. Jenkins, Clerk Typist I in the Speech Department, WCS-155, effective September 8, 1959 at \$225 per month.
13. Arrettea F. Rumble, Clerk Stenographer I in the English Department, WCS-157, effective September 14, 1959 at \$230 per month.
14. Linda S. Trubey, Clerk Typist I in the Art and Music Departments, WCS-158, effective September 14, 1959 at \$225 per month.
15. Mary K. Chance, Clerk Stenographer I in the Agriculture and Business Education Departments, WCS- , effective September 17, 1959 at \$230 per month.
16. Mary L. Spolum, Clerk Stenographer I in the Placement Bureau, WCS- , effective October 12, 1959 at \$230 per month.

G. Irregular Nonacademic Employment

1. Doris D. Jackson was employed as emergency Cook for 122 hours during the month of July at \$1.091 per hour.

#### H. Request to Create New Position

1. We respectfully request permission to create the position of Janitress for the Women's Physical Education Department. At the present time one janitor is assigned to Morgan Gymnasium, and it is impossible for him to keep the entire building in sanitary condition. The proposed addition to the custodial staff would permit assignment of the Janitor to the men's division of the building, and the Janitress would be responsible for the women's part of the gym. The starting rate for Janitress is \$235, and we would like for the position to become effective immediately. This position, if approved, will be offered to one of the former cooks who is on the layoff list and on the Janitress register.

#### I. Salary Increments

Following are the salaries to become effective September 1, 1959, for negotiated employees in accordance with the new contract:

	<u>WCS-NO.</u>	<u>MONTHLY SALARY</u>
<u>Assistant Farmer</u>		
Phelps, Russell D.	111	\$310
Spring, George W.	26	310
<u>Automotive Mechanic</u>		
Waggoner, John D.	113	385
<u>Cook</u>		
Horrell, Marie L.	72	240 (9/1 to 9/6 only)
Miller, Roberta D.	39	240 (9/1 to 9/6 only)
Purdum, Nell R.	52	240 (9/1 to 9/6 only)
Rhodes, Nellie Mae	54	240 (9/1 to 9/6 only)
<u>Driver</u>		
Bradshaw, William W.	4	385
<u>Equipment Attendant</u>		
Harwick, Harold H.	22	345
<u>Farm Foreman</u>		
Newman, Max E.	43	430
<u>Greenskeeper</u>		
Shryack, Lawson G.	59	360
<u>Grounds Foreman</u>		
Beal, Willard W.	24	390
<u>Groundsman</u>		
Ash, Garland W.	12	345
Grim, Robert	18	345
Grover, Orville	51	345
Hambly, William K.	36	345
Riden, Damond L.	55	345
Walley, Lloyd G.	69	345
Jackson Donald D.	146	315
Holstine, Carl B.	Temp.	315
Waller, Clarence M.	Temp.	315
<u>Janitor</u>		
Atwater, Lloyd R.	2	345
Bartlow, John T.	34	345
Buchholz, Ray Fred	64	315
Buntin, Henry S.	90	345
Butterfield, Cyril H.	8	345
Cobb, Everett D.	28	345
Douglas, Dick J.	60	345
Elam, William	15	345
Fishburn, Fred L.	91	345

Janitor (Continued)

Learned, Alfred V.	120	345
Kennedy, Harold R.	42	315
Leftridge, Roy Lee	34	345
McFadden, Lyle S.	89	345
Macklin, Alex F.	78	345
Miller, Charles J.	145	315
Monninger, Hilbert M.	121	345
Nash, Glenn, Jr.	87	345
Purdum, Roma F.	112	345
Rich, William Earl	98	345
Settles, Howard	53	345
Shifley, Howard	58	345
Shipman, Ronald K.	148	315
Wetzel, George G.	92	345

Janitor Foreman

Jones, Roy L.	29	390
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Janitress

Mason, Mary	37	265
Rhodes, Nellie Mae	67	235 (beg. 9/6)
VeNard, Mary	50	265

Laundry Worker

Kipling, Eunice F.	32	245
Wear, Irene J.	70	245

Policeman

Baumgardner, Harvey W.	94	360
Borth, Frank C., Jr.	156	330 (beg. 9/7)
Cale, Mervin F.	135	360

Police Sergeant

Frost, Jack A.	95	380
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Receiving Clerk

Allen, Harold	1	345
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Maid

Brewer, Irene D.	128	235
Chenoweth, Marguerite	130	235
Hall, Iva M.	20	235
Miller, Lois Adella	84	235
Prichard, Hazel L.	80	235
Purdum, Nell	137	205 (beg. 9/21)
Reeves, Geraldine L.	129	235
Roberts, Vivian M.	25	235
Shryack, Margie B.	93	235
Smith, Vearl W.	131	235

## J. Leave of Absence

1. Marguerite Chenoweth, Maid, WCS-120, requests leave of absence without pay for the period October 12, 1959, to April 1, 1960, due to illness.

## K. Termination of Employment

1. Clarence M. Waller, temporary Groundsman, completed his temporary work assignment as of November 19, 1959.

## V. CURRICULUM

## A. Undergraduate Program

Affiliation with the College of Engineering, University of Illinois, in a program whereby a student may earn the Bachelor of Science degree at Western and the Bachelor of Science in Engineering degree at the University of Illinois.



## VIII. Student Activities

Western is making constant progress toward the integration of the student personnel services into the residence halls. Granted the primary objective of the residence halls is to contribute to the education of the "whole" student, we have designed the program so that orientation and adjustment to the university is a process throughout the academic year and not an event of two days plus one day each week listening to an orientation course.

We have five student chairmen in each unit of approximately fifty students who are concerned with a responsibility in areas of scholarship, social affairs, intramural athletics, activities and judiciary. These chairmen are coordinated by a resident assistant who is responsible for the total environment of the unit.

A graduate counselor in each hall guides the resident assistants in addition to providing counseling and guidance to students and making referrals on students who have adjustment difficulties. The graduate counselor is working on the Master's degree in Counseling and Guidance at Western Illinois University.

Each hall is headed by a director. Because of the limited training and abilities of the directors, these positions need to be evaluated so they can be more in line with the qualified personnel found in the residence halls of the other universities under the direction of the Board.

On a university-wide area, the Student Council has been reorganized. A constitution is being written. The name of the student organization has changed from Student Council consisting of twelve members to All-University Student Government composed of forty-four members. The Student Government chambers are now located in U-107 of the Student Center, along with organizations desiring headquarters on campus. An executive committee has been formed composed of the President, Vice President who is the Speaker of the Government and conducts the meetings, Secretary, Treasurer, Parliamentarian, and Chairman of Public Affairs. Student Government now has a budget and operates in a very businesslike manner. Their program for the school year, 1959-60, is very inclusive. So far they have conducted the first Blood Drive held on campus in conjunction with the American Red Cross and have set a record in their first attempt. They have organized a Leatherneck Spirit Committee and have revamped the cheerleaders' program, have purchased a mascot, and have set a new tone on campus in student spirit and morale.

Additional goals and programs are being developed to improve the academic climate on campus such as a Distinguished Teacher Award, scholarships, and a Student Conference on Academic Goals and Policies.

## IX. Miscellaneous

### A. Matching Funds for National Defense Loan

We request the Teachers College Board to grant authority to Western Illinois University to use \$3,059, or one-ninth of the recent National Defense Loan contribution, from our agency account, Graduation Fees, which at the present time has a balance of \$4,567.99.

### B. Purchase of Automobiles

In accordance with authority granted by the Board at the July meeting invitations to bid were issued on the following:

Two 1960 model four-door passenger cars and  
One 1960 model nine-passenger station wagon to be equipped  
per specifications

Less trade-ins: One 1957 four-door Chevrolet passenger car  
One 1956 four-door Chevrolet passenger car  
One 1957 Chevrolet station wagon

Bids were received as follows:

Item 1

Howe Motor Sales, Macomb		
Edsel passenger car	\$3,023.00	
Less trade-in: 1956 Chevrolet	<u>1,323.00</u>	1,700.00
Mounce Chevrolet, Macomb		
Chevrolet passenger car	3,175.00	
Less trade-in: 1956 Chevrolet	<u>1,383.00</u>	1,792.00
Cross Motor Sales, Macomb		
Rambler (does not meet specifications)	2,910.00	
Less trade-in: 1956 Chevrolet	<u>1,300.00</u>	1,610.00

Item 2

Howe Motor Sales, Macomb		
Edsel passenger car (automatic transmission)	3,212.80	
Less trade-in: 1957 Chevrolet	<u>1,712.80</u>	1,500.00
Mounce Chevrolet, Macomb		
Chevrolet passenger car (automatic transmission)	3,275.00	
Less trade-in: 1957 Chevrolet	<u>1,525.00</u>	1,750.00
Cross Motor Sales, Macomb		
Rambler (does not meet specifications)	3,110.00	
Less trade-in: 1957 Chevrolet	<u>1,500.00</u>	1,610.00

Item 3

Mounce Chevrolet, Macomb		
Chevrolet Station Wagon	3,625.00	
Less: 1957 Chevrolet Station Wagon	<u>1,775.00</u>	1,850.00
Howe Motor Sales, Macomb		
Edsel Station Wagon	3,641.50	
Less: 1957 Chevrolet Station Wagon	<u>1,741.50</u>	1,900.00
Cross Motor Sales, Macomb		
No bid on station wagon		

The following vendors, who were sent invitations to bid, did not submit quotations: Macomb Motor Co., Macomb; Burgard Chevrolet, Ipava; Pickinpaugh Chevrolet, Rushville; Brown Motor Co., Macomb; Wayland Motor Co., Macomb; Lindsay Motor Co., Macomb; Lawyer Motor Co., Macomb. This was advertised in the Dixon Evening Telegraph.

It is recommended that the low bids of Howe Motor Sales be accepted for Item 1 in the amount of \$1,700.00 and for Item 2 in the amount of \$1,500.00 and the low bid of Mounce Chevrolet for Item 3 in the amount of \$1,850.00 be accepted. These expenditures will be made from Equipment as provided in the internal budget for the Transportation Department.

C. Grote Hall Repairs

The following bid was received for the Repair of Cornice, Grote Hall:

Johnson Sheet Metal, Inc., East Moline	
Base bid	\$3,580.00
Alternate #1	199.00

This was advertised in the Macomb Journal and Dixon Evening Telegraph; also, an invitation to bid was sent to the Grohne Co., Decatur, but no reply was received.

It is recommended that the bid of Johnson Sheet Metal, Inc., in the amount of \$3,580 plus Alternate #1 in the amount of \$199, if needed, be accepted and that payment of the architect's fee in the amount of \$144.43 be authorized to Lankton, Ziegele, Terry and Associates.

This expenditure will be made from Auxiliary Enterprises.

#### D. Air Conditioning of Student Center

Bids were received as follows:

Benbow Plumbing & Heating, Galesburg	
Base bid	\$63,500.00
Alternate #1 - deduct	500.00
Alternate #2 - deduct	<u>1,000.00</u>
*Net	63,000.00 or 62,500.00
Moline Heating & Construction, Moline	63,500.00
Petersburg Plumbing & Heating, Petersburg	63,576.00
Dooley Bros., Kewanee	68,000.00
Ideal Heating Co., Chicago	68,888.00
Hitchcock Air Conditioning, Peoria	69,550.00
R. H. Bishop Co., Champaign	71,000.00
Hollister Plumbing Co., Macomb	71,180.00

\*It will be noted that the base bids on the specified equipment resulted in a tie, Benbow Plumbing and Heating and the Moline Heating and Construction both submitting bids in the amount of \$63,500.00. If Alternate #1 or Alternate #2 as submitted by Benbow is acceptable to the architect, then the Benbow company is low; however, we feel that this decision is the responsibility of the Board in consultation with the supervising architects and the administration.

It is also requested that payment of the architect's fee at the rate of 5 1/2% of the contract be authorized to Hewitt and Bastian.

This project was advertised in the Peoria Journal Star, Quincy Herald Whig, and Dixon Evening Telegraph.

This expenditure will be made from Auxiliary Enterprises.

#### E. Plumbing Repairs in Laboratory School

Bids were received as follows for replacement of twenty-five water closets in the Laboratory School:

Macomb Plumbing and Heating, Macomb	\$ 2,740.90	
Less 2%	<u>54.82</u>	\$ 2,686.08
Thompson Plumbing & Heating, Blandinsville	2,779.00	
Less 2%	<u>55.58</u>	2,723.42
Moline Construction & Plumbing, Moline	2,968.00	
Less 2%	<u>59.36</u>	2,908.64
Petersburg Plumbing, Petersburg		4,426.00
Fouts Plumbing & Heating, Macomb		No bid
Gibson Plumbing & Heating, Macomb		No bid
Hollister Plumbing & Heating, Macomb		No bid
Miller Plumbing & Heating, Macomb		No bid
Oakes Plumbing & Heating, Macomb		No bid

It is recommended that the contract be awarded to Macomb Plumbing and Heating in the amount of \$2,686.08. This expenditure will be made from General Revenue - Contractual Services as provided in the budget for repairs and maintenance.

This was advertised in the Dixon Evening Telegraph.

F. Annexation of Campus Property to City of Macomb

It has been called to our attention that three tracts of property in the campus athletic area have never been annexed to the City of Macomb. According to a council member, negotiations for the annexation were begun approximately three years ago but were never completed. The city attorney is ill at the present time, and the acting city attorney is in the process of preparing for us the legal descriptions of the properties in question and a plat of the same for presentation to the Board. It is respectfully requested that the Board's attorney be authorized to proceed with the necessary negotiations to annex the university property to the City of Macomb.

H. Use of Automotive Equipment beyond the Six Hundred Mile Limit

We respectfully request the Board's permission to use university-owned busses and/or cars on the following trips for educational tours and athletic trips:

1. Canadian Rockies-Pacific Northwest Tour. June 14-July 15, 1960  
Approximately 6,700 miles including 800-900 miles in Canada.
2. New England, Canada and Maritime Provinces Tour. June 16 -  
July 15, 1960. Approximately 3,500 miles including 1,500 miles  
in Canada.
3. Story of the West Tour. July 18- August 18, 1960. Approximately  
6,400 miles.
4. New England, Canada and Maritime Provinces Tour. July 21 -  
August 19, 1960. Approximately 3,500 miles including 1,500  
miles in Canada.
5. Basketball Trips: Moorhead, Minnesota, January 27-31, 1960.  
Steubenville, Ohio, December 17-21, 1959.
6. Gymnastics Trips: Minneapolis, Minnesota, January 15-17, 1960.  
University Park, Pennsylvania, March 17-20,  
1960.  
Boston, Massachusetts, May 5-9, 1960.
7. Golf Tour: Denver, Colorado; Flagstaff, Tempe and Tucson  
in Arizona; Silver City, New Mexico;  
Wichita, Kansas, April 9-17, 1960.

A. L. Knoblauch  
President



MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD  
Lamoine Hotel  
Macomb, Illinois

November 5, 1959

The regularly scheduled meeting of the Teachers College Board convened at 9:00 A.M., on Thursday, November 5, 1959, in the Lamoine Hotel, Macomb, Illinois. Mr. Lewis M. Walker, Chairman of the Board, presided.

Mr. Walker called the meeting to order, roll was called and the following members answered present:

Mr. Lewis M. Walker, Chairman	Mr. Morton H. Hollingsworth
Mr. R. A. Stipes, Jr., Vice-Chairman	Mrs. Harriet Lowden Madlener
Mr. Alexander Summers, Secretary	Mr. Clarence Ropp
Mr. Carl Dunbar	Mr. Chauncey B. Watson, Sr.
Mr. George T. Wilkins	

The following members were absent:

Mr. Vernon L. Heath	Mr. Wm. E. Reed
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Also present were the following:

Dr. Leslie A. Holmes, President  
Northern Illinois University

Dr. Robert G. Bone, President  
Mr. Preston Ensign, Business Manager  
Illinois State Normal University

Dr. Quincy Doudna, President  
Eastern Illinois University

Dr. A. L. Knoblauch, President  
Dr. Earl Foreman, Provost  
Dr. H. Glenn Ayre, Dean  
Mr. J. M. Grigsby, Business Manager  
Western Illinois University

Dr. Richard G. Browne, Executive Officer  
Mr. Richard F. Dunn, Legal Counsel  
Mr. Arthur Samore, Supervising Accountant

Mr. William P. Froom, the Board's appointee; Mr. O. T. Banton, of the Lindsay-Schaub Newspapers, Decatur; and Mr. Paul Carson, of the Macomb Journal, were also present representing newspaper coverage of this meeting.

Members greeted Mr. Walker with a round of applause and welcomed him back after his illness. Mr. Walker thanked the members for their letters, calls, visits and other expressions of kindness to him and said he was most happy to be back.

Mrs. Madlener moved approval of the minutes of the meeting of September 21, 1959. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent (Temp.)
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 79 as Executive Officer of the Board, which consisted of four parts: Part I, Financial Summary for the 70th Biennium; Part II, Union Negotiations; Part III, Enrollments; Part IV, Miscellaneous; and a supplementary sheet giving further enrollment data.

Mr. Stipes moved that the Teachers College Board accept Dr. Browne's recommendation and approve the statement of understanding between the Board and the American Federation of State, County, and Municipal Employees. Mr. Watson seconded the motion and it was unanimously carried.

Mr. Stipes commended Dr. Browne for his sincere effort and hard work in arriving at this agreement with the union employees and added that he felt this service was above and beyond the call of duty. He expressed deep appreciation for this action and other Board members added their thanks and appreciation.

Dr. Browne said that the State Department of Labor had assigned a negotiator to meet with the group on three different occasions and that this had been most helpful.

Referring to the supplementary sheet, Dr. Browne recalled that a year ago Board members had asked that the cost of operating the laboratory schools be taken out of the cost per student. He said this had been done by taking out the budgeted items for instruction in the laboratory school, training school administration, and a proportionate share of physical plant maintenance.

WESTERN ILLINOIS UNIVERSITY

Dr. Knoblauch reported that in accordance with action taken at the September 21 meeting of the Board, bids had been received on the repairs to the boilers in the heating plant.

Mr. Hollingsworth moved that a contract in the amount of \$4,495.00 plus Alternate #1 - Unit price for individual tube replacement in No. 1 boiler (approximately ten tubes to be replaced), \$150.00 each, be awarded to the George Otto Boiler Co., Springfield, for repairs to Boilers #2, 3, and 4, in accordance with specifications prepared by Brown, Manthei, Davis and Mullins, of Champaign; and that fees in the amount of 6% of the contract be approved for the engineering firm of Brown, Manthei, Davis & Mullins. (Payable from Contractual Services) Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

QUARTERLY REPORTS OF PRESIDENTS

Northern Illinois University

Dr. Holmes presented the Quarterly Report for Northern. After discussion, members agreed to delete Item 2, under II, Permission for Out-of-State Travel - Use of University Car. There was a question on the air-conditioning unit in Reavis Classroom Building and action was withheld on this item pending further information.

Mr. Watson moved approval of the Quarterly Report for Northern Illinois University as presented by Dr. Holmes, with the deletion of Item 2, under II;

and Item 2, under IX. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Dr. Holmes explained that the sum of \$855.00 had been given for a memorial to the wife of one of Northern's faculty. He requested permission to use these funds to build a costume room in the Fine Arts Building. Members discussed this request in some detail and decided it should be studied by the Policy Committee.

Mr. Hollingsworth moved that the use of funds for a memorial be referred to the Policy Committee for study and recommendation to the Board. Mr. Summers seconded the motion, and it was unanimously carried.

Dr. Holmes requested Board action in regard to the rates for board and room in the residence halls.

Mr. Stipes moved that in accordance with the recommendation of the Presidents, the Board grant permission to the four schools to establish the rate for board and room in the residence halls up to and including \$20.00 per week, effective September 1, 1960. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Dr. Holmes reported the need for a change in the activity fee from \$30.00 per year to \$36.00 per year.

Mr. Stipes moved that the ceiling on activity fees for the four schools be established at \$36.00. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes reported that the application of Northern for federal aid to partially finance the University Center has been held up due to lack of funds.

Dr. Holmes recommended acceptance of the low bid of Park Plumbing & Appliance Co., Loves Park, in the amount of \$1,715.60 to replace present air-conditioning unit and balance system in the Reavis Classroom Building, at Northern Illinois University.

Mr. Summers moved that the Board accept the low bid of Park Plumbing & Appliance Co., Loves Park, in the amount of \$1,715.60, to replace air-conditioning unit and balance system in Reavis Classroom Building, Northern Illinois University. Mr. Hollingsworth seconded the motion, roll was called, and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Walker announced that there would not be a December meeting of the Board and that the date of the January meeting would be changed to January 10 and 11, 1960, in Chicago. He also stated that the April meeting would be moved to April 24 and 25, 1960.

#### Illinois State Normal University

Dr. Bone presented the quarterly report for Illinois State Normal University. Mr. Hollingsworth raised a question on Item C, under IX, Miscellaneous, liability insurance covering bleacher seating in all affected areas. Members discussed this, and liability insurance in general.

Mr. Hollingsworth moved that the matter of liability insurance in all affected areas of the universities be referred to the Legal Counsel, to study and report to the Board. Mr. Watson seconded the motion and it was carried.

Mr. Stipes moved the approval of the report for Illinois State Normal University as presented by Dr. Bone, with the exception of Item C, Insurance, under IX, Miscellaneous. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### REPORTS OF COMMITTEES

##### Building Committee

Mr. Summers reported that he and Dr. Browne were in the process of visiting the four schools to evaluate the rehabilitation projects. He said there are several items at each university which are truly urgent and that the State Fire Marshal is insistent about safety measures.

#### QUARTERLY REPORTS OF PRESIDENTS (Continued)

##### Eastern Illinois University

Dr. Doudna presented the report for Eastern Illinois University and asked for an addition to Item 3, Rudy Gonzales, under J, Graduate Assistants, II, Faculty, as follows: to be paid from 1956 Series funds. Board members approved the addition of one janitor for the Union Building and the Library, half his salary to be paid from general revenue and half from bond revenue.



Mr. Stipes moved approval of Eastern's Quarterly Report as presented by Dr. Doudna, with addition to Item 3, under J, II, Faculty, "to be paid from 1956 Series funds", and with addition to Item 6, under E, New Positions, III, University Civil Service Employees, that the new janitor's salary would be paid one-half from General Revenue and one-half from Bond Revenue. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### Western Illinois University

Dr. Knoblauch presented the report for Western Illinois University and asked for deletion of Pages 20 and 21 on Curriculum.

Mr. Walker referred to Items 1 and 2, under IX, Miscellaneous, H, applying for permission to take buses out of the country. Dr. Knoblauch stated these were carefully planned tours and were taken for college credit.

Mr. Dunbar moved approval of the Quarterly Report for Western Illinois University, as presented by Dr. Knoblauch, with deletion of Section V, Curriculum; and the award of contract for air conditioning of student center, as determined by lot, to Benbow Plumbing & Heating, Galesburg. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	No
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was carried.

#### NEW BUSINESS

Mr. Dunbar pointed out that the basketball teams of the four schools under this Board may participate in the post-season tournaments sponsored by the National Association of Intercollegiate Athletics, the National Collegiate Athletic Association, and the National Invitational Tournament, but that Board policy prevents the football teams from participating in the national play-off. He said he would like to see this policy made uniform for all sports. Board members discussed this matter in some detail.

Mr. Hollingsworth moved that the four universities under the Teachers College Board participate in no post-season game in any sport and defined post-season as any date after the end of the regular schedule. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. John Shields, of Barcus, Kindred & Co., Chicago, presented to the Board a letter setting forth the relationship between this Board and Barcus, Kindred & Co., in the event the Board should request the services of Barcus, Kindred & Co., in handling bond issues. The letter is as follows:

"November 5, 1959

"The Honorable Chairman and Members  
The Teachers College Board  
State of Illinois

Gentlemen:

"We have enjoyed the privilege of working with you in a financial advisory capacity for many years in connection with your revenue bond financed projects. Changing conditions since 1948, when this association was first established, have resulted in several amendments to the basic agreement under which financial advisory services have been performed. Further changes now seem to be in order, and we are pleased to submit the following proposal, which is designed to embody all the terms under which we will serve as your financial adviser on future bond issues.

"As financial adviser, we will for each project in connection with which you request our services:

1. Cooperate with you, your administrative officials, attorneys, and architects in analyzing the feasibility of financing the proposed project with revenue bonds and will provide you with a preliminary report setting forth:
  - (a) Recommended schedule of rates and charges for revenue sources available to the proposed project.
  - (b) Estimated total operating revenues and expenses of the project.
  - (c) Our opinion as to the financial feasibility of the project.
2. Recommend details of a bond issue to finance the proposed project to make such bonds as readily marketable at the lowest interest cost as possible without placing any undue burden or restrictions on you, the project, nor the university for whom the project is undertaken. Such details shall include:
  - (a) Amortization schedule.
  - (b) Call feature.
  - (c) Reserve requirements.
  - (d) Specification of revenue sources pledged as security for the bonds.
  - (e) Outline of the order and purposes to which pledged revenues may be applied.
  - (f) Other provisions normally required by investors in bonds of this kind.
3. Prepare in advance of your offering such bonds for sale an official statement for distribution to prospective bond buyers setting forth all the information normally required by buyers of bonds of this kind and distribute such official statement to interested purchasers.
4. Arrange and pay for publication of a notice of sale of such bonds in The Daily Bond Buyer, a publication of national distribution specializing in news of bonds of this kind.

5. Assist you in the receipt and analysis of bids on such bonds.
6. Furnish blank lithographed coupon bonds ready for execution without expense to you.
7. Assist in the execution of such bonds and the delivery thereof to the purchaser.

"In consideration of the performance of such services and the expenses to be incurred by us, we are to receive a fee on each issue of bonds in connection with which you request our performance of financial advisory services in accordance with the following schedule:

1-3/4% of the par value of the first \$250,000 bonds  
1-1/2% of the par value of the next \$500,000 bonds  
1-1/4% of the par value of the next \$500,000 bonds  
1% of the par value of the next \$500,000 bonds  
3/4% of the par value of the next \$500,000 bonds  
1/2% of the par value of all over \$2,250,000 bonds

provided that, in the case of a bond issue part of which is purchased by the Housing and Home Finance Agency, such fee shall be payable only on the par value of such bonds of the issue as are sold to investors other than the Housing and Home Finance Agency. It is understood that, although we will co-operate to the extent we reasonably can in performing the services enumerated above in connection with an entire issue which is to be sold in whole or in part to the Housing and Home Finance Agency, we shall be under obligation to perform such services only with respect to those bonds which are sold to purchasers other than the Housing and Home Finance Agency and for which we receive a fee.

"It is understood that our fee is to be payable simultaneously with the delivery of such bonds to the purchaser thereof and that you are under no obligation to us for any services performed or expenses incurred unless and until such bonds are actually sold, delivered, and paid for by a purchaser other than the Housing and Home Finance Agency.

"This proposal is submitted by us alone and, if accepted by you, will terminate and supersede all other agreements with you to which we might be a party, with we alone being held responsible for performance of the services outlined herein.

Respectfully submitted,

BARCUS, KINDRED & COMPANY

By /s/ John Shields

"Accepted by the Teachers College Board of the State of Illinois in accordance with a motion duly passed this \_\_\_\_\_ day of November, 1959.

\_\_\_\_\_  
Chairman

Attest:

\_\_\_\_\_  
Secretary

Mr. Hollingsworth moved that the Board accept this letter from Barcus, Kindred & Co., and place it on file. Mr. Stipes seconded the motion and it was carried.

Mr. Walker thanked Mr. Shields for bringing this to the Board.

Mr. Stipes moved that the Board authorize the Chairman and Secretary of the Teachers College Board to sign a contract at customary fees for architectural services with Gilbert Johnson, Rockford, for an addition to the Library at Northern Illinois University, DeKalb, with the understanding that payment of fees by the Board will be contingent upon the availability of funds. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes reported on meetings of the Commission of Higher Education which he has been attending as a representative of the Teachers College Board.

There being nothing further to come before the Board at this time, Mr. Walker declared the meeting adjourned until the next regularly scheduled meeting on Monday, January 11, 1960, in Chicago, Illinois.

Lewis M. Walker  
Chairman

Alexander Summers  
Secretary



REPORT OF  
EASTERN ILLINOIS UNIVERSITY

January 11, 1960

I. STUDENTS

A. Winter Quarter Enrollment, 1959-60

This enrollment will be included in the February report. Since the tenth day of the quarter (when final enrollment figures are taken) fell on the 4th day of January, final enrollment figures were not available before this report was due.

B. Off-Campus Enrollment for the Fall Quarter, 1959

At the time this enrollment was reported in the November report, three classes were in the process of being organized and enrollment data were not available. Two of these classes did not materialize; the third class is reported below:

Chemistry 200 - TV - 6 students

C. Undergraduate Classes of Less than Ten, Fall Quarter, 1959

<u>Course No.</u>	<u>No. of Students</u>	<u>Comments</u>
Art 227-449	9	Two classes combined
Art 230	8	Painting class
Art 334	9	General crafts class
Art 345	8	Class in methods of teaching art in elem. grades
Botany 120	8	General botany class; one of seven sections
Botany 120	8	General botany class; one of seven sections
Botany 225	7	Applied plant physiology
Botany 235	5	Bacteriology
Botany 349	6	Systematic botany
English 211J	8	Journalism class - reporting
English 310 J	4	Journalism class - advanced reporting & editing
French 333-450	3	Two classes combined
German 233	8	Second-year German
German 345	3	Methods of teaching German - Special work
German 353-453	8	Two classes combined - German literature
Latin 120	8	Elementary Latin class
Latin 330	5	Cicero's essays
Spanish 336	5	Spanish-American short story
Geography 141	4	Physical geography course
Geography 151	6	Regional geography class
Geography 340	3	Methods course in geography
Home Ec. 304	4	Advanced clothing class
Home Ec. 346	5	Child development class
Home Ec. 350	6	Consumer education course
Ind. Arts 100	8	Industrial mathematics - new course
Ind. Arts 136	9	General metal class - one section of two
Ind. Arts 300	7	Applied electronics - new course
Ind. Arts 336	9	Millwork-not all students can be accommodated in winter and spring quarters. Capacity of class is 10-12.
Ind. Arts 340A	6	Organizing and teaching the general shop
Ind. Arts 375 - 444	12	Two classes combined
Music 337	7	Methods class in brass and percussion
Speech 231	9	Discussion and debate class
Speech 254	9	Clinic work
Zoology 446	6	Microtechnic - capacity of class is 8

D. Graduate Classes of Less than Five, Fall Quarter, 1959

<u>Course No.</u>	<u>No. of Students</u>	<u>Comments</u>
P.E.(W) 560	2	Advanced theory and techniques of teaching individual sports

E. Scholarship Report, Fall Quarter, 1959

Vouchers will be issued to cover student activity fees for the following scholarships which have been presented:

Teacher Education Scholarships	947
Military Scholarships	106
General Assembly Scholarships	<u>11</u>
Total	1064

II. FACULTY

A. Resignations

1. John R. Jones, Assistant in Records, resigned effective December 31, 1959, to accept a position in the Office of Public Instruction.

B. Replacements

1. John A. Walstrom, B.S., as Assistant in Records at a salary of \$400.00 per month, beginning December 10, 1959, replacing John Jones, resigned.

C. New Position

1. Permission is requested to employ an admissions examiner for the Office of Admissions and Records. We found it quite impossible during the summer to handle the increased number of requests for admission in as efficient a manner as we know we should. This was true not simply because there were more applications, but because we now have some additional steps in connection with processing applications of students who were in the lowest third of their high school class. Rather than make this a civil service position, as we had first considered, we request that this position be established as a Faculty Assistant or Executive Assistant in Education and Administration position since we will be able to establish a longer probationary period in this category.

We recommend that Samuel J. Taber, B.S., be employed in this position at a salary of \$500.00 per month, beginning February 1, 1960.

D. Substitutes

1. Sarah P. Kiang, M.S., as Substitute Assistant Professor of Chemistry at a salary rate of \$700.00 per month beginning December 1, 1959, for three months. Mrs. Kiang will be employed for one-third time duty, substituting for Dr. Weldon Baker.

This will enable Dr. Baker to devote one-third time to organizing the summer institute described elsewhere in this report. Under the terms of the grant from the National Science Foundation, one-third of Dr. Baker's salary for the quarter, or \$920, will be covered by the grant. Mrs. Kiang's salary for the quarter will total \$700.

2. Esther D. Ross, M.S., as Substitute Instructor of Business Education at the salary rate of \$560.00 per month for one-third time duty during the winter quarter. Mrs. Ross has been substituting for Dr. Thompson, on leave, during the fall quarter and is scheduled to teach in the spring quarter. At the time the scheduling was done it was thought that her services would not be needed during the winter quarter; however, enrollments have made it necessary to continue her as indicated.
3. Bette Johnson, B.S., as Faculty Assistant and Substitute Supervisory Teacher of the Sixth Grade, at a salary of \$540.00 per month for four and one-half months beginning January 25, 1960, substituting for Lorene Ziegler, on sabbatical leave.

#### E. Temporary Appointments

1. Catherine T. Smith, M.A., as Instructor of Zoology at a salary rate of \$540.00 per month for two-thirds time duty for the three months of the winter quarter, 1959-60. This is necessary because of shifts in assignment required when we were unable to fill a position as coordinator.
2. Marie G. Fowler, M.S., as Instructor of Home Economics, at the salary rate of \$600.00 per month for one-third time duty for the three months of the winter quarter, 1959-60. Part-time help in this department is necessary this year because of the late summer resignation of Dr. Ireland.
3. Harold Marker, M.S., as Instructor of Mathematics at the salary rate of \$600.00 per month for one-third time duty for the three months of the winter quarter, 1959-60.
4. For some time I have thought it would be valuable for the university to have an advisory committee of citizens, possibly about fifty in number, which we could call together once or twice a year. Each person on the committee would be appointed by us for a three-year term, with the appointments running in such a way that they would overlap. Our purpose would be to use this citizens council as a means of checking public opinion relative to our school. For example, if we had a proposal for a new program or some rather fundamental change which we were considering, we could talk to this group about it. We could also ask them to serve individually and collectively as a means of letting the administration here know what suggestions for improvement may be developing among laymen in the region we serve.

In order to form this group, we would need to have somebody who could go into a village or city in the area and spend whatever time he needed in a relaxed fashion talking with the school superintendent, the editor of the paper, a banker, an attorney, etc. In this process, he would be picking up ideas for the betterment of our school, but also would be getting some ideas as to what people in the community might make a contribution if appointed to the citizens group.

I also have in mind the possibility of trying to strengthen our "Eastern State Clubs." These are alumni clubs, usually organized on a county basis. Most of them are not very active. We used them at the time of our drive for funds for the Union. We usually try to send speakers, musicians, etc., from the university to each of the clubs each year for one program.

I rather think that if the citizens advisory group and Eastern State Clubs were once well organized they would undoubtedly be able to carry on without any help from us beyond what we could give with our existing staff.

Permission is requested to employ a man for a period of not over six months to handle these matters assuming a satisfactory man can be found.

F. Graduate Assistant

1. Ruth S. Queary, B.S. in Ed., as Graduate Assistant in Mathematics at a salary of \$180.00 per month for six months, beginning December 1, 1959. (Position approved November 5, 1959)

G. Leaves of Absence

1. Martin Schaefer, Assistant Professor and Assistant Director of the Laboratory School, requests leave of absence without salary from June 21, 1960, through September 4, 1960, to teach, University of Maryland.

III. UNIVERSITY CIVIL SERVICE EMPLOYEES

A. Resignations

1. Ruth M. Cox, Cook's Helper in the University Union, resigned effective November 30, 1959.

B. Dismissed

1. John P. Davis, Grill Cook in the Union Snack Bar, was dismissed at the end of his probationary period, November 23, 1959.

C. Replacements

1. Reta J. Cutrell, Cook's Helper in the University Union Cafeteria, at a salary of \$185.00 per month beginning November 20, 1959, replacing Ruth M. Cox, resigned.
2. Cynthia G. Smith, Clerk Stenographer I in the Library, at a salary of \$200.00 per month beginning December 1, 1959, replacing Leyla Peck, transferred.
3. Bob Kerans, Grill Cook in the Union Snack Bar, at a salary of \$225.00 per month, beginning November 23, 1959, replacing John Davis, dismissed.

D. New Employees

1. Arthur R. Hanner, Janitor in the University Union and Cement Block Building, at a salary of \$315.00 per month, beginning December 10, 1959. (Position approved November 5, 1959)

E. New Positions

1. We opened one new residence hall for women this fall. When the schedule of work for maids was worked out, it was found that we did not have enough maids to cover the entire period when there should be maids on duty. For some time we were unable to find a woman who would accept the rather irregular and intermittent schedule that would be called for. We have now found such a person and we request approval of this added position.

Edna Warren has been employed to fill this position at a salary of \$185.00 per month, beginning November 10, 1959.

2. Under authority granted some time ago (June 8, 1959), we have employed a temporary carpenter to assist our two regular employees. We find that there is some economy in handling minor rehabilitation projects



ourselves rather than contracting them. The temporary man we have used is a good man and we should like to give him status as a regular employee. We are getting quite far behind in our maintenance because of time consumed in minor rehabilitation work.

We request permission to employ Milton Kincaid as a Carpenter at the prevailing rate on a permanent basis beginning February 1, 1960.

#### IV. ORGANIZATION

##### A. Calendar for 1960-61

Monday, September 5	Parents Day
Tuesday, September 6, 8:00 a.m. to 12:00 noon	Faculty Meetings
Monday P.M., Tuesday, September 5-6	New Student Activities
Wednesday, Thursday, Friday, September 7-9	Orientation

##### Fall Quarter

Saturday, September 10	Upper Class Registration
Monday, September 11	Classes Begin
Friday, October 14	Eastern Division Meeting
Saturday, October 15	Homecoming
Wednesday, November 23, 3:00 p.m.	Thanksgiving Recess Begins
Monday, Tuesday, Wednesday, November 28-30	Final Examinations
Thursday, December 1	Quarter Closes

##### Winter Quarter

Monday, December 5	Registration
Thursday, December 22, 6:00 p.m.	Christmas Vacation Begins
Monday, January 9, 8:00 a.m.	Classes Resume
Monday, Tuesday, Wednesday, March 6-8	Final Examinations
Thursday, March 9	Quarter Closes

##### Spring Quarter

Wednesday, March 15	Registration
Friday, March 31	Good Friday
Tuesday, May 30	Memorial Day
Wednesday, Thursday, Friday, May 31, June 1-2	Final Examinations
Saturday, June 3	Commencement
Saturday, June 3, 3:00 p.m.	Quarter Closes

##### Summer, 1961

Monday, June 12	Registration
Tuesday, July 4	Independence Day
Friday, August 4	Summer Session Closes
Thursday, August 24	Summer Quarter Exams Completed
Friday, August 25	Summer Quarter Closes

##### B. Department of Business Education

The Department of Business Education would like its name changed to the Department of Business to make the name consistent with those of other departments, such as the Department of Art, Department of Music, Department of Industrial Arts, etc. I concur and request permission to make the change.

##### C. Student Teaching Services Agreement with the Charleston Community Unit Schools

We have been working for some time to bring the payments relating to

student teaching in the Charleston schools in line with payments made to other cooperating schools. The following agreement has now been mutually accepted:

1. The payment to School District No. 1 will remain unchanged for the 1959-60 school year, this being \$1800 for administrative costs and \$60.00 per student teaching assignment.
2. For the 1960-61 school year, the university will pay the district only the \$60.00 per student teaching assignment.
3. For the 1961-62 school year, the university will pay only \$30.00 per student teaching assignment, but add \$15.00 extra for each split and single assignment in the system. (This practice will also be inaugurated at that time for all other districts.)

The savings effected when the new schedule is fully in effect will be about \$5,000 per year.

## V. CURRICULUM

### A. Medical Technology Curriculum

A special committee has been working with certain hospitals on a cooperative program in medical technology. The committee visited the hospitals and has recommended a plan and a curriculum. The committee proposes that students follow a specified curriculum here for three years, then take a fourth year at a hospital offering an accredited program in medical technology, which could be transferred back to Eastern as a major. The matter is now being considered by the Council on Academic Affairs (formerly Curriculum Committee).

### B. National Science Foundation Institute

The National Science Foundation Institute has awarded Eastern a grant of \$76,400 for an Institute for science teachers in the summer of 1960. The award covers full scholarship for fifty students and salaries for three staff members and necessary clerical and administrative staff.

## VIII. STUDENT LIFE

### A. Vocational Rehabilitation Project

Arrangements have been completed between our Health Service and Dean of Students Office, representing the university, and the State Division of Vocational Rehabilitation for certain services to be rendered to our students at no cost to the university. The Division of Vocational Rehabilitation agrees to send a clinical psychologist to our campus about two half days per month to confer with students to be referred to him by our school physician. In the event that therapy is needed the Division of Vocational Rehabilitation will take care of the cost of treatment where the financial limitations of the parents justify it; but otherwise, the treatment will be paid for by the parents, if they elect to have the treatment for their son or daughter. The Rehabilitation Service will determine the ability of the family to pay for this service.

### B. Residence Hall Occupancy Report

The following is a summary of residence hall occupancy for the Fall Quarter, 1959.

<u>Name of Hall</u>	<u>Normal Capacity</u>	<u>September</u>	<u>October</u>	<u>November</u>
Ford	150	152	149	151
McKinney	150	149	147	147
Pemberton	98	89	86	89
Weller	150	152	151	151
Douglas	160	163	164	162
Lincoln	160	162	164	164
Total	863	867	861	864

### C. Fraternity and Sorority Houses

This fall the Dean of Students requested the local fire chief to accompany him on a tour of inspection of the fraternity and sorority houses. The local fire chief asked that he be allowed to request the State Fire Marshal or his representative to accompany the dean and himself. The dean agreed to this and the fire chief then invited the Fire Marshal to come or send a representative. On October 30 and 31, Dean Anfinson and his staff, Fire Chief George Milliner, and Mr. Massey and Mr. McCumber from the Office of the State Fire Marshal inspected the several houses. The detailed reports of situations to be corrected were submitted by the fire authorities after the visits.

Certain questions of policy are involved here: To what extent does the board wish the university administration to assume supervisory responsibility for fraternity and sorority housing? To what extent should it assist in effecting the corrections required by the fire authorities? Can we or ought we go so far as to approve or disapprove officially the houses used for fraternities and sororities? If the university could and were to disapprove any houses for occupancy by fraternities or sororities, ought it then assume some responsibility for helping these groups secure adequate housing?

As indicated, I believe the questions raised here are matters of policy. If the board concurs in this viewpoint, possibly they should be considered by the Council of Presidents, then by the Policy Committee and later by the Building Committee of the Board.

### PROGRESS REPORT

A meeting was held Wednesday, December 9, 1959, with representatives from all Greek organizations and Fire Chief Milliner as well as Deputy Fire Marshal McCumber to discuss the Fire Inspections. Dean Lawson, Dean Anfinson, Dean Baird and Dr. Miner attended. Meeting appeared quite positive in tone and the Greek organizations expressed the desire to cooperate, stressing the limitations of time and money as their main obstacles.

Fire Chief Milliner and Dean Baird inspected the Greek houses Wednesday, December 16, 1959. The results were quite favorable. Most of the organizations had made some actual progress. Chi Nu, Tau Kappa Epsilon and Sigma Pi showed the most actual accomplishment. The Sigma Tau Gamma Fraternity is planning to start their work during the Christmas vacation. They are negotiating for a fire escape. Phi Sigma Epsilon and Sigma Sigma Sigma have had meetings with their boards and are still in the planning stage. Sigma Sigma Sigma and Delta Zeta have done extensive housecleaning jobs. Mr. Witmer has been contacted in regard to his property at 848 Sixth Street and will start his work during the Christmas vacation.

The overall attitude shown by the group is very positive. Chief Milliner has volunteered his service and time and is going to work closely with the groups in the selection of fire extinguishers, suggested materials, construction, etc.

All groups have applied for an extension until February 6, 1960, and another inspection will take place at this time.

#### D. Radio Programs

Over thirty stations carried a half-hour Christmas program of choral music prepared by our speech and music departments. This included at least one large station in Chicago.

Eastern continues to broadcast a one-half hour program five days a week from WLBH, Mattoon, as it has done for many years. To make this possible, we pay \$6.00 per month line rental. The program is planned by a member of the speech department and interested students.

### IX. MISCELLANEOUS

#### A. New Automobile

We solicited quotations on a new car, meeting the following general specifications:

Four-door, solid color, automatic transmission, 6 or 8 cylinder, left outside rearview mirror, arm rests, double sunvisors, cigar lighter, heater, directional signal lights.

In the solicitation we indicated that we wanted to trade in a 1958 Rambler American, which was described. Several companies did not bid, but we received the following bids:

	<u>Base</u>	<u>Trade-In</u>	<u>Net</u>
1. F & S Motor Sales, Charleston			
1960 Falcon	\$2330.70	\$1275.70	\$1055.00
1960 Ford (6)	2639.40	1367.40	1272.00
1960 Ford (8)	2752.40	1402.40	1350.00
2. Zimmerman Chevrolet, Charleston			
1960 Corvair	\$2320.10	\$1385.10	\$ 935.00
1960 Chevrolet (6)	2614.30	1559.30	1055.00
1960 Chevrolet (8)	2732.10	1592.10	1140.00
3. Rasmussen Chevrolet, Mattoon			
1960 Corvair	\$2295.35	\$1339.76	\$ 955.59
1960 Chevrolet (6)	2585.70	1503.35	1082.35
1960 Chevrolet (8)	2703.50	1534.85	1168.65

We recommend purchase of the 1960 Corvair from Zimmerman Chevrolet Company at the above quoted price, with payment to be made from Equipment funds in our operating budget.

#### B. Additional Residence Hall Fee

Permission is requested to begin charging \$.50 per week additional room rent for students in residence halls who want the privilege of parking cars in the parking lots provided near the buildings. These lots are needed for general parking during evening functions and for reserved parking during the day. A graveled area quite close to the halls would be available for use of students who do not want to pay the additional fee. It would seem completely reasonable to ask students who want reserved parking space provided just outside the residence hall where they live to pay a modest additional sum beyond that paid by students who do not have cars or use the parking lots. If permission is granted, the funds would go into the bond revenue funds.

Quincy Doudna  
President



REPORT OF  
ILLINOIS STATE NORMAL UNIVERSITY

January 11, 1960

I. STUDENTS

A. First Semester 1959-1960 Classes with Enrollments of Less than Ten

<u>Department</u>	<u>Size of Class</u>			
	<u>Undergraduate</u>		<u>Graduate</u>	
	<u>0-4</u>	<u>5-9</u>	<u>0-4</u>	<u>5-9</u>
Agriculture	0	5	0	0
Art	0	3	0	1
Biological Science	0	3	2	1
Business Education	0	1	0	0
Education and Psychology	0	8	1	5
English	0	5	1	1
Foreign Languages	5	4	0	0
Geography	0	6	1	1
Health and Physical Education (men and women)	0	1	0	3
Health and Physical Education (men)	2	3	0	0
Health and Physical Education (women)	0	1	0	0
Home Economics	0	4	0	1
Industrial Arts	0	1	0	3
Library Science	0	0	0	0
Mathematics	0	0	1	1
Music	0	12	0	3
Physical Science	0	3	0	0
Social Science	0	1	0	5
Speech	0	2	0	2
Total	7	63	6	27

B. Beginning Freshman Enrollment and Rank in Class by Departments,  
September 1959

<u>Department</u>	<u>Highest Third</u>	<u>Middle Third</u>	<u>Lowest Third</u>	<u>Not Known</u>	<u>Total Freshmen</u>
Agriculture	14	32	1	0	47
Art	10	8	1	0	19
Biological Science	7	9	3	1	20
Business Education	51	36	5	1	93
Elementary	179	82	6	2	269
English	44	8	0	0	52
French	1	0	0	1	2
Geography	0	3	0	0	3
Health and P.E. (men)	7	40	8	0	55
Health and P.E. (women)	36	26	1	0	63
Home Economics	28	13	0	0	41
Industrial Arts	5	12	4	0	21
Junior High School	7	4	0	0	11
Latin	10	0	0	0	10
Mathematics	69	23	2	0	94
Music	25	8	5	0	38
Physical Science	10	6	0	0	16
Social Science	37	24	2	0	63
Special Education	71	35	0	0	106
Speech	2	4	1	0	7
Spanish	5	0	0	0	5
Undecided	35	36	11	0	82
Total	653	409	50	5	1117

This does not include transfer, unclassified, or special students.

<u>1959</u>	
Highest one-third	58.5%
Middle one-third	36.6%
Lowest one-third	4.5%
Rank not available	<u>.4%</u>
Total	100.0%

<u>1958</u>	
Highest one-third	60.6%
Middle one-third	34.7%
Lowest one-third	4.3%
Rank not available	<u>.4%</u>
Total	100.0%

## II. FACULTY

### A. Resignation

1. Miss Anna Marie Kreifels, Instructor in Home Economics, effective December 1959, in order to accept a position at the University of Nebraska.

### B. Retirement

1. Approval is requested for the retirement of Miss Dorothy McEvoy, Assistant Professor and Supervising Teacher, Deaf and Hard of Hearing, who has not reached the age of sixty and must therefore have Board approval in order to draw reduced pension. The Dean of the Faculty and I have gone over the request of Miss McEvoy and believe that under the circumstances this request is in order.

### C. Changes in Assignment

1. Dr. R. U. Gooding has resigned as Head of the Department of Physical Science for health reasons, and plans to return to full-time teaching in September 1960. Through the regular University procedures, the Department has recommended Dr. Bernard L. Ryder of our own staff to become Head of the Department, beginning September 1960. The Dean of the Faculty and I concur wholeheartedly in this recommendation.

### D. Leaves of Absence

#### 1. Sabbatical

The following persons are eligible for sabbatical leaves on the basis of the length of time they have been at Illinois State Normal University and as coming within the quota of the number of persons entitled to sabbatical leaves based on the size of the faculty.

- a. Miss Frances M. Alexander, Assistant-Professor of the Teaching of Social Science (Second semester of 1960-1961 school year, at full pay)
- b. Miss Mabel Clare Allen, Assistant Professor of Speech (Second semester of 1960-1961 school year, at full pay)
- c. Mr. George Barford, Assistant Professor of Art (Second semester of school year 1960-1961, at full pay)
- d. Mr. John K. Ellis, Assistant Professor of Biological Science (1960-1961 school year, at half pay)
- e. Mr. Perry Hackett, Assistant Professor of Music (1960-1961 school year, at half pay)
- f. Miss Verna A. Hoyman, Assistant Professor of English (Second semester of 1960-1961 school year, at full pay)
- g. Mr. Harry O. Jackson, Instructor in Biological Science (1960-1961 school year, at half pay)
- h. Miss Marjorie F. Martin, Instructor in Health and Physical Education, Physical Therapist (1960-1961 school year, at half pay)

- i. Dr. Stanley S. Marzolf, Professor of Psychology (First semester of 1960-1961 school year, at full pay)
- j. Mr. Warren S. Perry, Assistant Professor of Business Education (Second semester of 1960-1961 school year, at full pay)
- k. Dr. Earl A. Reitan, Assistant Professor of History (1960-1961 school year, at half pay)
- l. Mr. Richard J. Smith, Director of Men's Residence Halls, Resident Director of Dunn Hall, Instructor (First semester of 1960-1961 school year, at full pay)
- m. Mrs. Dorothy Soellner, Assistant Professor of English (1960-1961 school year, at half pay)

## E. Appointments

### 1. Reinstatements

- a. Mrs. Elsie Bryan, as a substitute teacher in the Department of Home Economics, for one-fourth month in December 1959, at a salary of \$145.00, and for five and one-half months beginning January 1, 1960, at a salary rate of \$580.00 per month, to take the place of Miss Anna Marie Kreifels, resigned.
- b. Mrs. Candace Helgeson, to continue as a substitute teacher in the Department of English for the second semester of the 1959-1960 school year, at a salary rate of \$540.00 per month, to take care of the extra sections in Freshman English.
- c. Mrs. Christine Stombaugh, as Instructor in Home Economics, effective February 1, 1960 for the second semester only, at a salary rate of \$600.00 per month, to take the place of Miss Hattie C. Lundgren, on leave.
- d. Mrs. Mary Parker Walker, as Assistant Professor of Art, effective December 14, 1959, for an indefinite period, to take the place of Dr. Marion Miller, who is ill. Mrs. Walker's salary will be at the rate of \$660.00 per month.

### 2. Replacements

- a. Mrs. Maxine Drexler, as a part time substitute teacher in the Department of Music, effective December 7, 1959 for an indefinite period, at a salary rate of \$300.00 per month, to take part of the work of Miss Margaret Westhoff, who is ill. Mrs. Drexler has bachelor's and master's degrees from Illinois Wesleyan University.
- b. The following students are recommended for approval as faculty assistants to carry out the program and serve in places used in past years at a salary rate of \$120.00 per month, \$540.00 for the four and one-half months of the second semester, beginning February 1, 1960.

- (1) Mrs. Julia Bates, Education and Psychology
- (2) Douglas Q. Davis, Speech
- (3) Don Hilsher, Biological Science
- (4) Philip Lackey, Music

### 3. New Position

- a. Mr. Perry N. Ragouzis, as Instructor in Art, effective February 1, 1960, at a salary rate of \$740.00 per month, \$3330 for the four

and one half months of the second semester. Mr. Ragouzis has bachelor's and master's degrees from the University of Illinois. For the past five years he has been on the staff of the public schools of Jackson, Michigan.

#### F. New Faculty Needs

As indicated at the November meeting of the Teachers College Board, it is necessary to add eight or nine additional faculty members for the second semester of 1960. The need arises from the unexpected increase of 260 in the fall enrollment whereas only 70 had been expected. This extra enrollment resulted in increased loads during the first semester and the postponement of certain courses to the second semester.

After reviewing requests of the various departments estimates of most urgent needs have been made. With the reservation that changes be made in view of enrollment developments and that appointments be for one semester only, it is requested that appointments be authorized as follows:

Department of Art	1
Department of English	1
Department of Geography	1
Department of Health and Physical Education for Women	2
Department of Industrial Arts	1
University Libraries	1
Supervision of Student Teaching Off Campus	1

### III. OTHER SCHOOL EMPLOYEES

#### A. Resignations

1. Mr. Hyle Atkins, as Photographer I in the Publicity Office, effective December 18, 1959, to accept a position as a bookbinder.
2. Mrs. Loretta Dodson, as Clerk Stenographer I in the Office of Professional Laboratory Experiences, effective December 18, 1959, to take care of family.
3. Mrs. Willie Mae Livesay, as Library Clerk II, effective November 6, 1959, in order to accept another position.
4. Miss Elinor Stoltz, Secretary (stenographic) in the Business Office, effective December 18, 1959, due to being married and leaving the community.

#### B. Continuation of Disability Leave

1. Miss Edna L. Erickson, Clerk Stenographer III in the Department of Biological Science, from September 21, 1959 to March 20, 1960.

#### C. Change in Salary Rate

1. Mr. Harold Austin, Farm Manager, from a salary rate of \$450.00 per month, to \$490.00 per month, effective January 1, 1960, due to satisfactory completion of probationary period.
2. Mrs. Carol Blake, Chief Clerk in the Bureau of Appointments, from a salary rate of \$375.00 per month to \$385.00 per month, effective December 1, 1959, due to satisfactory completion of probationary period.
3. Miss Joanne Dawson, Clerk Stenographer I in the President's Office, from a salary rate of \$210 per month to \$220.00, effective January 1, 1960, due to satisfactory completion of probationary period.



4. Mrs. Pauline Gesell, Secretary in the Office of the Dean of the Graduate School, from a salary rate of \$350.00 per month to \$375.00, effective December 1, 1959, due to satisfactory completion of probationary period.
5. Mrs. Virginia Guttschow, Secretary in the Department of English, from a salary rate of \$240.00 per month to \$255.00, effective December 1, 1959, due to satisfactory completion of probationary period.
6. Mrs. Melba Jordan, Women's Locker Room Attendant, from a salary rate of \$245.00 per month to \$255.00, effective January 1, 1960, due to satisfactory completion of probationary period.
7. Mr. Norman Kramer, Closed Circuit TV Engineer, from a salary rate of \$370.00 per month to \$385.00, effective December 1, 1959, due to satisfactory completion of probationary period.
8. Mr. Robert Poole, Food Service Supervisor, from a salary rate of \$350.00 per month to \$375.00, effective January 1, 1960, due to satisfactory completion of probationary period.
9. Mrs. Patricia Priest, Clerk Typist II in the Department of Social Science, from a salary rate of \$250.00 per month to \$260.00, effective December 1, 1959, due to satisfactory completion of probationary period.
10. Mrs. Evelyn Shoup, Clerk III in the Audio Visual Office, from a salary rate of \$285.00 per month to \$300.00, effective January 1, 1960, due to satisfactory completion of probationary period.
11. Mrs. Charlotte Timme, Clerk Typist II in the Physical Plant Office, from a salary rate of \$225.00 per month to \$240.00, effective January 1, 1960, due to satisfactory completion of probationary period.
12. Mr. John Walker, Internal Auditor, from a salary rate of \$545.00 per month to \$585.00, effective January 1, 1960, due to satisfactory completion of probationary period.
13. Miss Ferne Wallace, Assistant Examiner, from a salary rate of \$415.00 per month to \$430.00, effective January 1, 1960, due to satisfactory completion of probationary period.
14. Miss Mary Ann Zimmerman, Clerk Stenographer I in the Recorder's Office, from a salary rate of \$210.00 per month to \$215.00, effective December 1, 1959, due to satisfactory completion of probationary period.

D. Appointment (Replacement)

1. Miss Joan K. Birkey, as Clerk Stenographer II in the Office of the Director of Professional Laboratory Experiences, at a salary rate of \$255.00 per month, effective December 14, 1959, to take the place of Mrs. Loretta Dodson, resigned.
2. Mr. George E. Lohnes, as Maintenance Worker, at a salary rate of \$330.00 per month, effective November 2, 1959, to take the place of Mr. Walter Hester, resigned.
3. Mrs. Katherine D. Temple, as Library Clerk II in Milner Library, at a salary rate of \$230.00 per month, effective November 23, 1959, to take the place of Mrs. Willie Mae Livesay, resigned.
4. Mr. Henry E. Thornton, as Kitchen Laborer, at a salary rate of \$230.00 per month, effective November 9, 1959, to take the place of Mr. George Jones, resigned.

5. Mrs. C. Mary Ann Wall, as Secretary (stenographic) in the Business Office, at a salary rate of \$325.00 per month, effective December 11, 1959, to take the place of Miss Elinor Stoltz, resigned.

E. Appointment (New Position)

1. Miss Shirley M. Davis, as Clerk Stenographer II in Milner Library, at a salary rate of \$230.00 per month, effective December 14, 1959, (Board Report, November 5, 1959, III-J-2.)

IV. THE ORGANIZATION

A. The Calendar

The following calendar is presented for the school year 1960-1961, and the summer of 1961.

First Semester, 1960-1961

Sunday, September 11 -- Convocation for Parents and New Students, 4:00 p.m.  
Monday, September 12 -- Student Teachers report, 9:00 a.m.  
-- Freshmen report, 9:00 a.m.  
-- General Faculty Meeting, 4:00 p.m.  
Monday, September 12 -- Registration for late afternoon, evening and Saturday classes, 7:00 p.m.  
Tuesday, September 13 - Thursday, September 15 -- Registration  
Friday, September 16 -- Classes begin  
Monday, October 10 -- Central Division Meeting of Illinois Education Association  
Friday, October 28-Saturday, October 29 -- Annual Homecoming  
Monday, November 14 -- D-F Reports due, 9:00 a.m.  
Wednesday, November 23 -- Thanksgiving Vacation begins, 12:00 noon  
Monday, November 28 -- Classwork resumes  
Saturday, December 17 -- Christmas Vacation begins after scheduled classes  
Tuesday, January 3 -- Classwork resumes  
Saturday, January 21 - Thursday, January 26 -- Final Examinations  
Friday, January 27 -- First Semester ends

Second Semester, 1960-1961

Monday, January 30 -- Student Teachers report, 9:00 a.m.  
Tuesday, January 31 - Registration for late afternoon, evening, and Saturday classes, 7:00 p.m.  
Wednesday, February 1 - Thursday, February 2 -- Registration  
Friday, February 3 -- Classes begin  
Saturday, March 25 -- Spring Vacation begins after scheduled classes  
Tuesday, April 4 -- Classwork resumes  
Monday, April 10 -- D-F Reports due, 9:00 a.m.  
Tuesday, May 30 -- Memorial Day Holiday  
Wednesday, May 31 -- Theses and Research Papers due from candidates for Degrees on June 10  
Saturday, June 3 - Thursday, June 8 -- Final Examinations  
Friday, June 9 -- Second Semester ends  
Saturday, June 10 -- One-hundred-second Annual Commencement

Summer Session, 1961

Monday, June 19 -- Registration for eight-weeks session  
Tuesday, June 20 -- Classes begin  
Saturday, June 24 -- Classes meet to compensate for July 3  
Monday, July 3 - Tuesday, July 4 -- Independence Day Holiday  
Tuesday, August 1 -- Theses and Research Papers due from candidates for Degrees on August 11  
Thursday, August 10 - Friday, August 11 -- Final Examinations  
Friday, August 11 -- Eight-weeks session closes  
-- Commencement

Monday, August 14 -- Registration for Post Session  
-- Classes begin, 2:00 p.m.  
Friday, September 1 -- Post Session closes

IX. MISCELLANEOUS

A. Summer Institute for Mathematics

The University has been granted a 1960 Summer Institute for Secondary School Teachers of Mathematics by the National Science Foundation. The amount of the grant is \$30,700.

Dr. Clyde T. McCormick, Head of the Department of Mathematics, is Director of the Institute. In addition to the Director, Dr. T. E. Rine and Dr. D. R. Bey will also teach courses for Institute participants.

The University is authorized to grant stipends to twenty-five participants. The stipends are worth \$600 each, plus amounts for dependents and travel to and from the Institute. Participants will live in residence halls. While there are special courses for them, they may elect others, but all must participate in the "Seminar in Modern Mathematics," planned especially for the Institute. Graduate credit will be earned and may apply toward the master's degree.

B. Purchases

Requests for bids were advertised in the Dixon Evening Telegraph for the following equipment:

1. Three Stereophonic group hearing aids with complete accessories and two Stereotape decks with accessories.

Precision Hearing Aids, Inc.	
5157 West Grand Avenue	
Chicago 39, Illinois	\$3,555.00

Jay L. Warren, Inc.	
1247-49 West Belmont Avenue	
Chicago 13, Illinois	Incomplete Bid

Recommendation: We recommend the bid of the Precision Hearing Aids, Inc. of Chicago, Illinois in the amount of \$3,555.00, payable from the Appropriation for Equipment, General Revenue.

2. One metal shaping machine with a stroke capacity of 15 inches, less trade-in of 25 year old Ammico 6" bench type shaper.

Bentley Industrial Machine Corp.	
New York	\$2,420.00
(less trade-in allowance)	205.00
	\$2,215.00

Globe Machinery and Supply Co.	
Davenport, Iowa	\$4,662.26
(less trade-in allowance)	275.00
	\$4,387.26

Miller Industrial Supply Co.	
Decatur, Illinois	\$4,644.00
(less trade-in allowance)	175.00
	\$4,469.00

Four States Machinery Co.  
Chicago, Illinois  
(less trade-in allowance)

\$8,054.61  
100.00  
\$7,954.61

Recommendation: We recommend the low bid of the Bentley Industrial Corp. of New York in the amount of \$2,215.00, payable from the Appropriation for Equipment, General Revenue.

Robert G. Bone  
President



REPORT OF  
NORTHERN ILLINOIS UNIVERSITY

January 11, 1960

I. STUDENTS

Explanatory note on size of classes

The table below excludes registrations for "private" lessons in music, for independent study on the graduate level, and for student teaching. The number of classes under 10, it will be noted, shows appreciable decline over the number a year ago.

	First Semester	
	1958-1959	1959-1960
<u>Number of Classes Under 10</u>		
Undergraduate	21	11
Undergraduate and graduate	11	6
Graduate	--	1
Total	32	18
<u>Number of Classes Under 5</u>		
Undergraduate	3	-
Undergraduate and graduate	-	1
Graduate	-	5
Total	3	6

The classes listed on the following pages with enrollments under 10 were necessary to enable majors to meet their needs and to complete a program of classes. A few "400's" under the caption "Undergraduate and Graduate" also involve graduate students who need these courses to complete sequences in their programs. There are a few exceptions, as follows:

Art 504 is a new course in a new program. To establish the program, it must be offered.

Art 509, like Art 504, is a new course in a new program. It, too, is essential for the first students enrolled.

Education 486L was established as a separate section for graduate students who need teacher certification. The section is essential to the needs of these students.

Education 482 meets one of the teacher certification requirements and is a means of improving teaching of reading skills at the high school level.

Education 433 is part of a new sequence designed to prepare junior high school teachers. To help these students develop competencies in this much needed field, this course is necessary.

Industrial Arts 220, Sections 1 and 2, essential to majors, are necessary because schedules of students are such that they could not be combined. These represent the second course in woodworking.

Industrial Arts 320 and 420 are advanced courses which should remain available. They meet the same time with the same instructor.

Industrial Arts 410 and 411 are advanced courses, essential to majors.

Music 522 is a new course in a new program offered for the first time this semester.

Music 524 is offered in the development of a new program for the first time this semester.

Physical Education for Women 448 is a graduate course offered solely as a service course to the field.

Social Sciences 686a is a new course offered this semester for the first time in a new program.

First Semester, 1959-1960, Classes With Fewer Than 10

<u>Undergraduate</u>		
Department	Course Number	Number of Students
Biological Sciences	307	7
Earth Sciences	406	6
Industrial Arts	112	6
	220, Section 1	9
	220, Section 2	7
	410 and 411	5
	450 and 455	7
	460, 461, and 462	6
Music	314	5
Physical Education for Men	150	9
Physical Education for Women	164	9

<u>Undergraduate and Graduate</u>		
Biological Sciences	408	7
	410	7
Earth Sciences	453	7
Education	486L	9
	482	9
	433	9

<u>Graduate</u>		
Physical Education for Women	448	6

First Semester, 1959-1960, Classes Fewer Than 5

<u>Undergraduate and Graduate</u>		
Physics	460	4

<u>Graduate</u>		
Art	504	4
	509	3
Music	522	4
	524	4
Social Sciences	686a	4

## II. FACULTY

### Leaves of Absence

Mr. David H. Howard, assistant professor, Department of Social Sciences, leave without salary for the spring semester, 1959-1960, to complete his dissertation at the University of Indiana. This is an extension of leave as Mr. Howard was granted leave for the autumn semester 1959-1960 (see June, 1959 board report)

Mr. Eldon G. Scriven, instructor, University Junior High School, leave without salary for three months (January 1, 1960 to April 1, 1960) to participate in the Institute for Nuclear Studies, Oak Ridge, Tennessee.

### Withdrawal of Request for Leave of Absence

Dr. Clyde B. Vedder, professor, Department of Social Sciences, granted leave without salary for the spring semester, 1960, has withdrawn his request.

### Change of Status

Dr. John S. Benben, professor and head of the Department of Education, to professor, Department of Education, at his request.

Mrs. Icilda C. Flournory from \$5760 to \$5760R with assumption of duties in the Home Management House.

Mrs. Helen Wehling from \$5760R to \$5760, being temporarily relieved of duties in the Home Management House.

Dr. George D. Weigel, professor, Department of Education, to acting head, Department of Education.

### New Appointments - Positions Previously Approved by the Board

Dr. Alexander I. Popov, professor and dean of the College of Liberal Arts and Sciences, at a salary of \$12,960 for twelve months beginning February 3, 1960. Dr. Popov has his bachelor's degree from Aurora University, Shanghai, China, and his M.S. and Ph.D. from the University of Iowa. He comes to Northern with thirteen years' teaching experience, including administrative experiences at the State University of Iowa.

Mr. John D. Salzman, assistant professor, Department of Chemistry, at a salary of \$6300 for nine months beginning February 1, 1960. Mr. Salzman has his bachelor's and master's degrees from Northern and has done graduate work toward the doctorate at the University of Colorado from which he comes to Northern.

Mr. Thomas C. Seward, assistant professor, counselor, at a salary of \$5580 beginning January 1, 1960 for nine months. Mr. Seward has his bachelor's degree from Western Illinois University as well as his master's degree and has done further graduate work at Michigan State University from which he comes to Northern.

### Replacements

Dr. Robert F. Topp, professor and dean of the College of Education, at a salary of \$13,200 for twelve months beginning September 1, 1960, succeeding Dr. Wilbur A. Yauch. Dr. Topp comes to Northern from a position at the University of California, Santa Barbara, having also taught previously in Illinois and Colorado. He has his bachelor's degree from Northern, his M.A. and Ph.D. degrees from the University of Colorado.

Miss Sandra L. Madigan, instructor, Department of English, at a salary of \$2700 for 4½ months, replacing Dr. Paul S. Burtness on leave of absence for the spring semester, 1960. Miss Madigan has her bachelor's degree from Rockford College and her master's from the University of Arkansas. This is a temporary appointment.

Mrs. Susanna Matz, faculty assistant, University Junior High School, at a salary of \$1500 for 3 months, replacing Mr. Eldon G. Scriven on leave beginning January 1, 1960. This is a temporary position. Mrs. Matz has her bachelor's degree from Goshen, Indiana, College and has taught at Northern previously on a substitute basis.

### Temporary, Part-time Appointments for the Spring Semester, 1960

Dr. Ralph Bowermaster, professor, Department of Business Administration, at a salary of \$292.50 for 4½ months. Dr. Bowermaster has his doctor's degree from Northwestern University and is currently engaged in private business. He has had experience both in teaching and in educational administration. This is a temporary, part-time assignment to a position left vacant when Dr. Clinton File assumed the headship of the department.

Dr. Bernard R. Oosting, professor, Department of Business Administration, at a salary of \$607.50 for 4½ months. This is a position left vacant when Dr. Clinton File assumed the headship of the department; it is temporary and part-time. Dr. Oosting earned his doctor's degree at Northwestern University and is currently employed as assistant superintendent of business in the Hinsdale public school system. He has had experience in the field of school business management.

Appointments for the Autumn Semester, Previously approved by the Board in November, 1959, to be Continued if Needed for the Spring Semester

<u>Department of Business Administration</u>		<u>Monthly</u>	<u>Total</u>
R. Eugene Beckman	Instructor	\$130	\$585
Mr. Charles E. Dierks	Faculty Assistant	130	585
Mr. John S. Koach	Faculty Assistant	260	1,170
<u>Department of Music</u>			
Mrs. Melba K. Dill	Instructor	200	900
Mrs. Mary L. Poor	Instructor	200	900

New Degrees

Mr. Samuel R. Keys, Ph.D., University of Minnesota, Department of Speech

New Position

We should like to have permission of the board to employ an additional instructor in Regional Services beginning February 1, 1960 to assist half time in the field services work (conferences, conventions, workshops and consultation services) and half time in the news services. Beginning in September, 1960, this person would assume one-fourth teaching assignment now handled by a present staff member who, in turn, will be assigned to teach one course in the Department of Journalism. This position is not budgeted.

III. OTHER SCHOOL EMPLOYEES

Additional Civil Service Positions

2 Maintenance Positions (1 carpenter, 1 electrician) - Salary negotiated

Maintenance work has increased to the point where it is impossible for our two carpenters and two electricians to keep up with the work. During the ten years we have had two carpenters, 5 new residence hall units have been placed into service, 4 academic buildings, a new health center and a central receiving building. A second electrician was employed four years ago but with the new buildings which are heavily supplied with electrical equipment, two men are unable to meet the increasing maintenance requirements.

2 Janitorial Positions - Salary range \$315-345

Beginning with the spring semester, the superintendent of buildings requests 2 additional janitors for University Housing and Food Service areas- 1 to be assigned to the dormitory units and recreational areas of the new residences and 1 to the cafeteria where student help has been used and part-time janitors from other buildings which has not proven adequate. We wish to establish the above positions, salaries to be charged to Bond Revenue project to which the men are assigned.

New Positions

Mary Ellen Massier, typing clerk II, Director of Housing, @ \$235 per month, as of 10/1, in lieu of a Clerk-Stenographer I, per July Report.



Emmett Youngren, janitor, Gilbert Hall, @ \$345 per month, as of 10/1, per April Board Report

Inez T. Owen, typing clerk III, Central Receiving, @ \$305 per month, as of 10/1, in lieu of a clerk-typist, per Internal Budget 1959-60

Mattie L. Deaton, library clerk II, Library @ \$235 per month, as of 10/5 to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60

Clifford E. Taylor, kitchen laborer, New Residence Hall, @ \$245 per month, as of 10/5, per June Board Report

Ernest White, junior laboratory mechanic, Physical Science, @ \$355 per month, as of 10/12, in lieu of a physics technician, per Internal Budget 1959-60

Juanita M. Smith, cook, Food Services, @ \$230 per month, as of 11/1, per June Board Report

Curtis Lovig, janitor, New Residence Hall, @ \$315 per month, as of 11/2, per June Board Report

Margaret H. Sauter, cook, New Residence Hall, @ \$220 per month, as of 11/2, per June Board Report

Elizabeth A. Decker, clerk-stenographer II, Counseling, @ \$255 per month, as of 11/16, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60

Phyllis R. Nordstrom, clerk-stenographer II, Physical Plant, @ \$265 per month, as of 11/16, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, per Internal Budget 1959-60

Shirley M. Anderson, clerk-typist II, Registrar's Office, @ \$235 per month, as of 11/16, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, in lieu of a clerk-stenographer, per Internal Budget 1959-60

Elizabeth J. Secrest, food production manager, Food Services, @ \$400 per month, as of 12/1, per June Board Report

Donald H. Schaefer, storekeeper, New Residence Hall, @ \$365 per month, as of 12/1, per June Board Report

Naomi N. Robinson, janitress, New Residence Hall, @ \$235 per month, as of 12/1, per June Board Report

David C. Johnson, janitor, New Residence Hall, @ \$315 per month, as of 12/1, per June Board Report

Einar Schavland, janitor, New Residence Hall, @ \$315 per month, as of 12/2, per June Board Report

James Lee Tate, inventory clerk (temporary), Central Receiving, @ \$300 per month, as of 12/7, per September Board Report

William F. Sullivan, inventory clerk, Central Receiving, @ \$325 per month, as of 12/14, per September Board Report

Freeman J. Ewers, dishwasher, New Residence Hall, @ \$245 per month, as of 12/17, per June Board Report

Barbara Learned, clerk-stenographer III, Student Activities Office, @ \$285 per month, as of 12/21, per Internal Budget 1959-60

James Vannucci, Jr., janitor, New Residence Hall, @ \$315 per month, as of 12/21, per June Board Report.

#### Replacements

Marie A. Zapatka, clerk-stenographer II, Women's P.E., @ \$255 per month, as of 10/2, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Judith Anderson, resigned 10/9.

Shirley M. Hodge, clerk-typist II, Business Services, @ \$235 per month, as of 10/5, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Faith Peura, transferred.

Melvin L. Vandling, janitor (temporary), Physical Plant, @ \$315 per month, as of 10/6, replacing Melvin Klink, resigned 10/2.

Willard Clawson, Jr., kitchen laborer, Neptune Hall, @ \$255 per month, as of 10/7, replacing James Royalty, transferred.

George E. Belk, janitor, Physical Plant, @ \$315 per month, as of 10/28, replacing James Flood, transferred.

James P. Flood, janitor, Gilbert Hall, @ \$345 per month, as of 11/1, replacing Francis Finnan, resigned 9/29.

Wilma W. Murray, switchboard operator (temporary), Business Services, @ \$1.50 per hour for 92 hours, as of 11/1, replacing Minnie Johnson, on sick leave.

William B. Ferguson, janitor, Physical Plant, @ \$345 per month, as of 11/2, replacing Herbert Ewing, resigned 10/16.

Arnulfo R. Arce, dishwasher, Cafeteria, @ \$245 per month, as of 11/2, replacing David Anderson, resigned 10/31.

Mabel R. Stitzel, cook, Lorado Taft Field Campus, @ \$220 per month, as of 11/2, replacing Goldie Suter, resigned 10/19.

Paul I. Judah, watchman, Physical Plant, @ \$315 per month, as of 11/2, replacing William B. Ferguson, transferred.

Violet A. Little, clerk-typist II, Fine Arts, @ \$235 per month, as of 11/3, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Reenea Manusos, resigned 10/30.

Michael R. Trainor, kitchen laborer, New Residence Hall, @ \$255 per month, as of 11/9, replacing Larry Bellinger, resigned 9/30.

V. Louise Sauer, typing clerk II, Business Services, @ \$235 per month, as of 11/9, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Helen Pickwell, resigned 10/23.

Robert D. Buchanan, director of University Food Services, Business Services, @ \$700 per month, as of 11/16, replacing Paul Fairbrook, resigned 9/11.

Gilbert L. McNamer, janitor, New Residence Hall, @ \$315 per month, as of 11/16, replacing Harold Furman, transferred.

Judith Lee Silver, clerk-stenographer II, Physical Science, @ \$230 per month, as of 11/30, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Betty Wagoner, resigned 11/5.

Karl Boe, janitor, Physical Plant, @ \$315 per month, as of 11/30, replacing Melvin Klink, resigned 10/2.

Wendell Crofoot, stationary fireman (temporary), Physical Plant, @ \$2.30 per hour for 110 hours, as of 11/30, replacing Donald Snyder, on sick leave.

Sheila J. Adkinson, clerk-typist II, Business Services (Purchasing), @ \$235 per month, as of 12/1, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Patricia Taylor, resigned 12/31.

Theda M. Langley, clerk-stenographer II, Lorado Taft Field Campus, @ \$275 per month, as of 12/1, replacing Mary Anderson, resigned 7/31.

Helen M. Day, typing clerk II, Library, @ \$235 per month, as of 12/1, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Shirley Brouillette, resigned 12/11.

Edwin J. Simpson, maintenance worker, Lorado Taft Field Campus, @ \$340 per month, as of 12/1, replacing George Fletcher, resigned 11/30.

Loretta B. Meyer, clerk-stenographer I (temporary), Stenographic Pool, @ \$235 per month, as of 12/2, replacing Marcia Erickson, transferred.

Jacqueline Tyrrell, janitress, Physical Plant, @ \$235 per month, as of 12/2, replacing Grace Cruise, resigned 11/30.

Carolyn R. Hinds, library clerk II, Library, @ \$240 per month, as of 12/3, to be awarded an increase not to exceed \$15 per month at end of probationary period if performance warrants the same, replacing Paulette Lofthouse, resigned 12/11.

Robert M. Stacey, janitor, New Residence Hall, @ \$315 per month, as of 12/11, replacing Einar Schavland, resigned 12/11.

Aaron O. Saari, janitor (temporary), Physical Plant, @ \$315 per month, as of 12/16, replacing Alec McConn, on sick leave.

#### Change of Status

Harold Lindus, driver, Grounds-Transportation, to motor vehicle operator and repairman, @ \$385 per month, as of 10/1, change in title.

Inez T. Owen, bookkeeping machine operator II, Business Services, @ \$305 per month, to typing clerk III, Central Receiving, as of 10/1, no change in salary.

Joseph R. Homan, stationary fireman helper, Physical Plant, from \$400 per month to \$425 per month, as of 10/1, per union contract.

Martin O. Erickson, stationary fireman helper, Physical Plant, from \$400 per month to \$425 per month, as of 10/1, per union contract.

S. Pinkie Halstead, janitor crew leader, Neptune Hall, @ \$345 per month, to janitor sub-foreman (change in title only), @ \$370 per month, as of 10/1, per union negotiations.

Lawrence LaCrosse, janitor crew leader, Physical Plant, @ \$345 per month, to janitor sub-foreman (change in title only), @ \$370 per month, as of 10/1, per union negotiations.

Charles L. Brooks, janitor, New Residence Hall, @ \$290 per month, to Physical Plant, @ \$315 per month, as of 10/1, per union negotiations.

Milton Nelson, janitor, Physical Plant, @ \$320 per month, to New Residence Hall, @ \$345 per month, as of 10/1, per union negotiations.

Donald Haeffner, janitor, Physical Plant, @ \$320 per month, to New Residence Hall, @ \$345 per month, as of 10/1, per union negotiations.

Karlis Priede, janitor, New Residence Hall, @ \$290 per month, to Physical Plant, @ \$315 per month, as of 10/1, per union negotiations.

Martha T. Miller, clerk-typist II, Alumni & Publicity, from \$225 per month to \$235 per month, as of 10/1, completion of probationary period.

Beverly J. Waite, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.44 per hour for 161.7 hours, as of 10/1.

Shirley L. Dirksen, nurse (temporary irregular), Lorado Taft Field Campus, @ \$55 per week for one week, as of 10/12.

William H. Johnson, janitor, Gilbert Hall, from \$320 per month to \$345 per month, as of 10/27, per union negotiations.

Sheila Adkinson, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.35 per hour for 180½ hours, as of 10/27.

Barbara A. Barber, clerk-stenographer II (temporary), Lorado Taft Field Campus, @ \$1.65 per hour for 124 hours, as of 11/1.

William B. Ferguson, watchman, Physical Plant, @ \$345 per month, to janitor, Physical Plant, as of 11/2, no change in salary.

Shirley L. Dirksen, nurse (temporary irregular), Lorado Taft Field Campus, @ \$55 per week for one week, as of 11/1.

Edward H. Bellerive, watchman, Physical Plant, from \$315 per month to \$345 per month, as of 11/1, per union negotiations.

Shirley M. Micetich, clerk-typist II, Business Services (Purchasing), @ \$245 per month, to clerk-typist III, @ \$260 per month, as of 11/1.

Mary Beth Van Buer, clerk-stenographer II, Business Services (Purchasing), @ \$280 per month, to clerk-stenographer III, @ \$295 per month, as of 11/1.

Ona M. Anderson, clerk-stenographer II, Grounds, @ \$275 per month, to clerk-stenographer III, @ \$295 per month, as of 11/1.

Patricia A. Linden, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.32 per hour for 40 hours, as of 11/2.

Beverly L. Orman, clerk-stenographer II (temporary), Counseling, @ \$1.45 per hour for 87 hours, as of 11/2.

Faith M. Peura, clerk-typist II, Business Services, @ \$235 per month, to cashier I, @ \$245 per month, as of 11/2.

Isabelle Fender, tabulating machine operator I, Statistical Services, from \$230 per month to \$240 per month, as of 11/15, per November Board Report.

Frances R. Gustafson, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.55 per hour for 40 hours, as of 11/16.

Peter H. Bradley, electronics technician II, Audio-Visual Services, from \$385 per month to \$420 per month, as of 12/1, per November Board Report.



Shirley L. Dirksen, nurse (temporary irregular), Lorado Taft Field Campus, @ \$55 per week for one week, as of 12/1.

Wilma W. Murray, switchboard operator (temporary), Business Services, @ \$1.50 per hour for 102.2 hours, as of 12/1.

Francis R. Gustafson, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.55 per hour for 96 hours, as of 12/1.

Beverly L. Orman, clerk-stenographer I (temporary), Counseling, to clerk-stenographer I (temporary), Stenographic Pool, @ \$1.45 per hour for 113 hours, as of 12/1.

Marcia E. Erickson, clerk-stenographer I, Summer Session, from \$215 per month to \$230 per month, as of 12/3, completion of probationary period.

Bernadette I. Keeling, clerk-typist II, Neptune Hall, from \$235 per month to \$250 per month, as of 12/2, completion of probationary period.

Barbara Hammes, typist clerk I, Tests & Measurements, from \$210 per month to \$225 per month, as of 12/5, completion of probationary period.

Sharon L. Keast, clerk-stenographer II, Alumni & Publicity, from \$230 per month to \$245 per month, as of 12/8, completion of probationary period.

Cynthia J. Smith, duplicating machine operator I, Business Services, (Duplicating) from \$210 per month to \$225 per month, as of 12/8, completion of probationary period.

Barbara Hart Halverson, clerk-typist II, Registrar's Office, from \$225 per month to \$235 per month, as of 12/15, completion of probationary period.

Ann P. Madison, clerk-stenographer I, Admissions, from \$215 per month to \$230 per month, as of 12/15, completion of probationary period.

Mary Dell Prater, clerk-stenographer II, Audio-Visual - Evening College, from \$225 per month to \$240 per month, completion of probationary period.

Salary Changes per Union Contract, per October 1, 1959

Personnel employed after October 1, 1959 in the following negotiated Classifications will not be found in this listing. They appear elsewhere in this section of the Board Report, and are being compensated in accordance with the current contract.

Classification	*	*	*	
			From	To
<u>Attendant, Equipment</u>				
James Vannucci			320.	345
<u>Clerk, Receiving</u>				
Charles Nash			330.	355.
<u>Cook</u>				
Margaret Butler			240.	250.
Betty Bernahl			230.	245.
Anna Lindemann			230.	245.
Geraldine Mitchell			230.	245.
Tillie Quinn			230.	245.
Anna Ryan			230.	245.
Catharine Seldal			230.	245.
Angeline Smith			230.	245.
Rachel Stone			230.	245.
Helen Tedford			230.	245.

	<u>From</u>	<u>To</u>
<u>Cook (Continued)</u>		
Effie Wiggins	\$230.	\$245.
Lima Holder	215.	240.
Lucille Johnson	215.	240.
Zelpha Russie	215.	240.
Marian Blumeyer	200.	230.
Ruth Doerr	200.	230.
Cecile Nichols	200.	230.
Jennie Ziegler	200.	230.
Alice Hunter	--	220.*
Mabel Stitzel	--	220.*
* to 230. at completion of probationary period		
<u>Dishwasher</u>		
David Anderson	200.	245.
Samuel Naylor	--	245.
<u>Foreman, Grounds</u>		
Robert J. Kivell	405.	430
(to receive 430. until retirement on 8/31/60)		
<u>Foreman, Janitor</u>		
Howard Dunkle	360.	390.
Elmer Holbo	360.	390.
Herbert Williams	360.	390.
<u>Sub-Foreman, Janitor</u>		
S. Pinkie Halstead	345.	370.
Lawrence LaCosse	345.	370.
<u>Gardener, Assistant Grounds</u>		
Frank Simmons	345.	370.
<u>Gardener, Landscape</u>		
Raleigh Larson	395.	420.
<u>Groundsman</u>		
Roy Berkley	320.	345.
Romolo Drago	320.	345.
Stanley Erickson	320.	345.
Claude Moore	320.	345.
Stephen Nash	320.	345.
<u>Helper, Baker's</u>		
Bobbie Mitchel	230.	250.
<u>Helper, Cook's</u>		
Selma Halstead	220.	235.
Jennie Hickerson	230.	235.
Ruth McDowall	220.	235.
Agnes Murray	220.	235.
Helga Tadd	230.	235.
Marian O'Donnell	215.	230.
Genevieve Whitlock	210.	230.
Evelyn Alexander	205.	225.
Helen Collins	205.	225.
Audrey Hudson	205.	225.
Eva Klippbahn	205.	225.
Hazel Neujahr	205.	225.
Helene Ziegler	205.	225.
Olga Bianchi	190.	220.
Mary Alice Cadie	190.	220.
Geneva Kangas	190.	220.
Evelyn Pajkos	190.	220.
Margaret Silger	190.	220.

Helper, Cook's (Continued)

Carrie Wells	\$190.	\$220.
<u>Helper, Routeman</u>		
Donald Schaefer	325.	355.
<u>Housekeeper</u>		
Marie Smith	245.	265.
<u>Janitor</u>		
Edwin Anderson	290.	315.*
Russell Bjelk	290.	315.*
Wayne Bogle	320.	345.
Clayton Bremmer	290.	315.*
Charles Brooks	290.	315.*
Ralph Caldwell	290.	315.*
Cecil Conley	320.	345.
Donald Coulter	320.	345.
Arcangelo Darin	320.	345.
Russell Davenport	320.	345.
Herbert Ewing	290.	315.*
James Flood	320.	345.
Arthur Friestead	320.	345.
Harold Furman	290.	315.*
Kenneth Furman	320.	345.
Donald Haeffner	320.	345.
Orville Halverson	320.	345.
William Hollister	320.	345.
William Johnson	290.	345.
Melvin Klink	290.	345.
Lars Larsen	320.	345.
Walter Lenz	320.	345.
T. Harold Marshall	320.	345.
Alec McConn	320.	345.
Paul Michelson	320.	345.
Milton Nelson	320.	345.
David Perry	320.	345.
Frank Phillips	320.	345.
Karlis Priede	290.	315.*
Henry Reinken	290.	315.*
Mike Samardzija	320.	345.
Wilfrid Sauter	320.	345.
Earl Sloan	320.	345.
Edwin Smith	320.	345.
Elmer Turnbloom	320.	345.
James Vancil	320.	345.
Charles Vandling	320.	345.

\*To \$345. at completion of probationary period.

Janitress

Dorothy Brooks	215.	235.*
Grace Cruise	245.	265.
Arlene Hampa	245.	265.
Mary House	245.	265.
Charlotte LaCosse	245.	265.
Esther Lambert	215.	235.*
Laurentze Larsen	245.	265.
Olive Loescher	245.	265.
Lillian Peterson	245.	265.
Edna Ross	245.	265.
Agnes Schroeder	245.	265.
Senja Seppala	245.	265.
Violette Simmons	245.	265.
Bonita Suter	215.	235.*

\*To \$265. at completion of probationary period.

Laborer, Kitchen

Roy Caldwell	\$ --	\$255.
Louis Harland	220.	255.
James Royalty	200.	255.
James Savage	200.	255.
Robert Streeter	230.	255.
Wilhelm Leininger	220.	245.
vacant	--	255.
vacant	--	255.

Mechanic, Automotive

William F. Gates	410.	435.
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Operator, Maintenance Equipment

Elmer Blake	345.	370.
Elmer Culbertson	345.	370.
George Fletcher	345.	370.
Thomas Gallagher	345.	370.
Arvo Huttunen	345.	370.
Clarence Neujahr	345.	370.
Charles O'Donnell	345.	370.
Harve Ruth	345.	370.
Clarence Webb	345.	370.
Ervin Woods	345.	370.

Operator & Repairman, Motor Vehicle

John Allen	360.	385.
Harold Lindus	360.	385.

Policeman

Bernard Jordon	320.	345.
George Maxwell	320.	345.
William Walsh	320.	345.

Storekeeper

John Pickens	350.	375.
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Supervisor, Dining Room

Charlotte Ward	275.	290.
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Watchman

Edward Bellerive	320.	345.
William Ferguson	320.	345.
Peter Kizis	320.	345.
J. Edward Prall	320.	345.
Harold Trotz	320.	345.

Worker, Maintenance

Andrew Evensen	350.	375.
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Leave of Absence

Minnie Johnson, switchboard operator, Business Services, from 11/10 thru 1/3/60.

Return from Leave of Absence

Barbara J. Kemp, clerk-stenographer I, Education, as of 10/5.

Resignations

Jean M. Sullivan, clerk-stenographer II (temporary), Business Services, as of 9/30.

Melvin A. Klink, janitor, Physical Plant, as of 10/2.

Beverly J. Waite, clerk-stenographer I (temporary), Stenographic Pool, as of 10/8.



#### Resignations (Continued)

Judith E. Anderson, clerk-stenographer II, Women's P.E., as of 10/9.  
Herbert Ewing, janitor, Physical Plant, as of 10/16.  
Goldie Suter, cook, Lorado Taft Field Campus, as of 10/19.  
Helen M. Pickwell, clerk-typist II, Business Services, as of 10/23.  
Reenea Manusos, clerk-stenographer II, Fine Arts, as of 10/30.  
Clifford E. Taylor, kitchen laborer, New Residence Hall, as of 10/30.  
Frances R. Gustafson, Cashier II, Business Services, as of 10/30.  
David Anderson, dishwasher, Cafeteria, as of 10/31.  
Betty J. Wagoner, clerk-stenographer II, Physical Science, as of 11/5.  
John L. Smoltich, janitor (temporary), Gilbert Hall, as of 11/6.  
Patricia A. Linden, clerk-stenographer I (temporary), Stenographic Pool,  
as of 11/6.  
Melvin L. Vandling, janitor (temporary), Physical Plant, as of 11/7.  
Barbara A. Barber, clerk-stenographer II (temporary), Lorado Taft Field  
Campus, as of 11/13.  
Alice E. Hett, clerk-stenographer III, Alumni & Publicity, as of 11/20.  
George W. Fletcher, maintenance equipment operator, Lorado Taft Field  
Campus, as of 11/30.  
Grace Cruise, janitress, Physical Plant, as of 11/30.  
Shirley L. Brouillette, clerk-typist II, Library, as of 12/11.  
Paulette D. Lofthouse, library clerk II, Library, as of 12/11.  
Einar Schavland, janitor, New Residence Hall, as of 12/11.  
Patricia Taylor, clerk-typist II, Business Services (Purchasing), as of 12/31.

#### V. THE CURRICULUM

##### Rehabilitation of Handicapped Young Adults

Northern Illinois University, in co-operation with the Division of Vocational Rehabilitation, plans to begin an experimental program of professional training in the area of total rehabilitation for handicapped young adults. Graduate and undergraduate students preparing for professional careers in the fields of rehabilitation will be involved in the following:

- 1) Formal instruction and laboratory experiences for our students with handicapped young adults
- 2) Research
- 3) Community services in the nature of diagnostics, therapy, and pre-vocational adjustment

The program will serve young adults who, because of lack of proper educational and therapeutic endowment, are unable to compete satisfactorily in a vocational setting within our society. We hope to provide broader instruction for students of Northern Illinois University and to "turn tax consumers into tax payers."

##### Additions to the Graduate Faculty

###### Department of Business Administration

Dr. Ralph Bowermaster, Ph.D., Northwestern University  
Dr. Bernard R. Oosting, Ph.D., Northwestern University

###### Department of Chemistry

Dr. Alexander I. Popov, Ph.D., University of Iowa

###### Department of Education

Dr. Samuel R. Keys, Ph.D., University of Minnesota  
Dr. Robert F. Topp, Ph.D., University of Colorado

Faculty and Graduate Assistants - Positions Previously Approved  
by the Board

<u>Resignations</u>		
Department	Name	Effective Date
English	David H. Buswell	January 31, 1960
Music	Charles W. Heller	January 31, 1960
Research	George R. McDade	October 19, 1959
University Library	Lori M. Frank	January 31, 1960

Replacements and New Appointments

Department	Name	Effective Date	Length of Appt.	Monthly Salary
Bus. Administration	Donald J. Angelino	2/1/1960	4½ mo.	\$ 75.00
Speech	Gentry W. Lovett	2/1/1960	4½ mo.	150.00
Research	Joseph C. Moutvic	11/1/1959	7½ mo.	150.00

IX. MISCELLANEOUS

Dedication of Buildings

At the scheduled board meeting to be held at Northern on April 24-25, we plan to dedicate a group of four buildings. Governor Stratton will be present and speak. There will be open house on Sunday afternoon, followed by dinner. We should like to ask you and your spouse to save the time. Details will be sent you later.

National Science Foundation Grants

Northern has been awarded two grants by the National Science Foundation totalling \$128,900 for the summer of 1960: Earth Science and Chemistry. Both institutes will begin on June 20, ending on August 12. These are similar to those offered a year ago.

Lorado Taft Field Campus

One of the most acute needs at the Lorado Taft Field Campus is to enlarge the dining hall-kitchen building. To make this possible, the director has been carefully saving funds from the operation of the campus, to be used for an addition, subject to board approval. These funds are deposited in a trust account.

Airborne Television

Northern Illinois University is planning to participate in an experimental project sponsored by the Midwest Council on Airborne Television Instruction. Tentative plans call for a plane flying over north central Indiana to broadcast courses on the freshman and sophomore levels in the field of general education. These courses would be picked up at Northern from the plane that is televising from a transmitter based at Purdue University and used in co-operation with a control group to determine the effectiveness of television courses of this sort. Details have not yet been worked out.

Permission to Use State Cars for Travel

We should like to have permission for the following athletic trips, using university transportation:

- a) Bus for transporting the baseball team on a training trip to Louisiana - March, 1960.
- b) Two cars for taking the golf team on a trip to Florida - March, 1960.
- c) One car to take a group of four faculty members from the Department of Education and Student Personnel Division to Philadelphia for the National Association of Guidance Supervisors and Counselor Trainers meeting - April 1960.

Purchase of four (4) motor vehicles from Motor Transportation Agency Account

One (1) 1960 4-door, 8 cylinder sedan for motor pool

Sawichi Chev. Sales, Rochelle (Chev. Biscayne)	\$2,049.00*
Fourth Street Motor Sales, DeKalb (Chev. Biscayne)	2,077.66
Elliott Motor Sales, Sycamore (Plymouth Savoy)	2,150.00

The purchase of one additional sedan is necessary to help meet the increased demand for authorized university travel.

Three (3) 1960 4-door, 8 cylinder nine-passenger station wagons for motor pool

Sawichi Chevrolet Sales, Rochelle	\$7,249.00*
1645 Chevrolet Kingswood (3)	
Fourth Street Motor Sales, DeKalb	7,366.14
1645 Chevrolet Kingswood (3)	
Elliott Motor Sales, Inc., Sycamore	7,825.00
Plymouth Custom Suburban (3)	

The three station wagons are to be used as follows:

- (1) A station wagon now assigned to Lorado Taft Field Campus has been driven approximately 60,000 miles. It is planned to assign this vehicle to the University Food Services for the transportation of food, equipment and supplies between the several food centers on campus. The new station wagon will be assigned to Lorado Taft Field Campus.
- (2) A new station wagon will be assigned to the Athletic Department and will replace a sedan now used by the department. It is the opinion of the Athletic Department that the station wagon will serve their need much better in that it will make possible the transportation of small teams in one unit instead of two sedans being used. The sedan will then revert to the general motor pool to be used primarily by the Extension Service.
- (3) The third station wagon will be assigned to the general motor pool, replacing an old station wagon that has been driven approximately 90,000 miles. The old unit will be retained for local and on-campus use. The station wagon in the motor pool is used frequently for field trip groups and transporting groups to the Taft Campus.

Purchase of one (1) 1960 8-cylinder, nine (9) passenger station wagon (all seats facing forward) for Athletic Department - from available funds in Men's Athletic Trust Fund Account

Kral Lincoln Mercury Motor Co., Rockford	
Mercury Commuter Station Wagon	\$3,198.92*
Roto Mercury Motor Co., Arlington Heights, Ill.	
Mercury Commuter Station Wagon	3,435.02

Only the manufacturer of Lincoln-Mercury station wagons can supply a station wagon with sufficient room for nine large persons to ride facing forward. The purchase of the 9 passenger station wagon has been recommended by the Athletic Committee. This heavier unit will be used to transport small athletic teams when use of a large bus is not justified. An important factor in selecting this particular wagon was the assurance that all nine seats would face forward, thereby providing more comfort for the boys on a long trip.

Two (2) 6-cylinder one-half ( $\frac{1}{2}$ ) ton pick-up trucks, payable from budgeted funds, Equipment, General Revenue (1960 model)

Fourth Street Motor Sales, DeKalb	
C-1404 Chevrolet (2)	\$3,197.04*

Sawicki Chevrolet Sales, Rochelle	
C-1404 Chevrolet (2)	\$3,299.00
Elliott Motor Sales, Inc., Sycamore	
International (2)	3,575.00

These two trucks represent an addition to our present fleet. One will be used by the maintenance man in charge of refrigeration units, air-conditioning, and the washing machines and dryers. With the opening of the new residence halls and the new married student housing, the number of washing machines and dryers on campus alone will double.

Two years ago we took a truck from the motor pool and assigned it to full-time mail delivery and general delivery work. Since that time, we have not had a truck available for general hauling, required by the janitorial services. As the university and its programs grow, more general hauling is required and we believe we must have a truck available for the work. This second truck will be used in this manner.

\* -- signifies low bid.

All the bids were secured in accordance with approved purchasing regulations.

Leslie A. Holmes  
President



REPORT OF  
WESTERN ILLINOIS UNIVERSITY

January 11, 1960

I. STUDENTS

	<u>Men &amp; Boys</u>	<u>Women &amp; Girls</u>	<u>Total</u>	<u>Equated to Full Time</u>	<u>One Year Ago</u>	
					<u>Total</u>	<u>Equated</u>
A. Enrollment, Winter Quarter, 1959-60						
1. University (on campus)						
<u>Regular Students</u>						
Graduates	50	13	63		62	
Seniors	264	139	403		396	
Juniors	318	162	480		476	
Sophomores	438	245	683		635	
Freshmen	590	367	957		978	
Special	<u>7</u>	<u>6</u>	<u>13</u>			
	1667	932	2599	2570	2547	2524
<u>Saturday and Evening Classes</u>						
Graduates	64	36	100		158	
Seniors	1	3	4		17	
Juniors		2	2		7	
Sophomores		3	3		8	
Freshmen	1	13	14		3	
Special	<u>7</u>	<u>11</u>	<u>18</u>			
	73	68	141	32	193	52
Sub-total	1740	1000	2740	2602	2740	2576
2. Extension, First Semester, 1959-60						
(See November Report)	<u>43</u>	<u>228</u>	<u>271</u>	—	<u>252</u>	—
Total University Students	1783	1228	3011		2992	
3. Campus School						
High School	98	114	212		214	
Grades 1 - 8	160	175	335		345	
Kindergarten	<u>29</u>	<u>18</u>	<u>47</u>		<u>43</u>	
	287	307	594	—	602	—
Grand Total	2070	1535	3605		3594	
4. Veterans (included in foregoing)						
	<u>Men</u>	<u>Women</u>	<u>Total</u>		<u>One Year Ago</u>	
P.L. 894 (16)	1		1		4	
P.L. 550	168		168		298	
P.L. 634	6	7	13		5	
Military Scholarships	<u>110</u>	—	<u>110</u>		<u>89</u>	
	285	7	292		396	

B. Scholarship Students, Winter Quarter, 1959-60

	<u>Student Activity and Registration Fees</u>	<u>Matriculation and Graduation Fees</u>
1. Teacher Education Scholarships	1,065	2
2. Legislative Scholarships	4	
3. Military Scholarships	118	1

C. Small Classes

1. Undergraduate classes with less than ten students

<u>Course</u>	<u>Instructor</u>	<u>Enrollment</u>	<u>Comments</u>
Art 330	Eckert	2	
Art 310	Loomer	3	
Biology 491	Sather	8	Overload
Education 099	Morgan	6	Overload
Education 099	Morgan	5	Overload
Journalism 350	Zimmerman	5	
Journalism 337	Zimmerman	7	
French 327	Sproull	2	These
Spanish 327	Cortes	8	teachers
Latin 333	Lenel	4	are
Latin 124	Lenel	2	teaching
German 224	Lenel	6	five
Spanish 329	Sproull	1	classes
Russian 121	Lubachko	9	each.
Home Econ. 214	Neeley	9	
Home Econ. 427	Shields	6	Maximum for course
Home Econ. 443	Warner	4	
Library Sc. 324	Schormann	8	
P.E. 168	Lounsberry	7	
P.E. 168	Vanni	9	
P.E. 170	Clow	6	Limited P.E.
P.E. 170	Clow	3	Limited P.E.
P.E. 101	Brophy	2	Special
P.E. 376	Brophy	6	Special
P.E. 106	Sebree	4	
P.E. 106	Sebree	3	
P.E. 107	Heine	3	
P.E. 106	Kellogg	3	
Physics 470	Morrow	7	
Physics 437	Barrett	8	
Vis. Ed. 438	Roberts	1	
Vis. Ed. 327	Haddock	5	
Vis. Ed. 437	Roberts	3	

2. Graduate classes with less than ten students

<u>Course</u>	<u>Instructor</u>	<u>Enrollment</u>	<u>Comments</u>
Zoology 535	Parsons	1	Overload
Botany 535	Pappelis	1	
Botany 536	Pappelis	1	
Chemistry 600	Shelton	1	Overload
Chemistry 601	Shelton	2	Overload
Chemistry 533	Mach	4	
Education 533	Storey	3	Overload
English 583	Fite	1	
English 572	Castle	5	
Physics 530	Tuan	4	

## II. FACULTY

### A. Resignation

1. Dr. Floyd W. Casey, Assistant Professor of English, requested release from his contract effective December 31, 1959.

### B. Leave of Absence

1. Dr. Jack A. Peterson requested leave of absence for the two weeks beginning November 9, 1959 for the purpose of serving his annual tour of duty with the United States Naval Reserve. He was paid for one week, and the second week was without salary.

### C. Appointments

1. Dr. James E. Suiter was employed as Assistant Professor of English effective December 1, 1959 at \$800 per month to fill the vacancy created by the resignation of Dr. John Runden in August. He received the A.B. and A.M. degrees from Rutgers University and the Ph.D. from New York University. He has taught three years at New York University and was on the staff of Pennsylvania State University from 1956 to 1959. This is a temporary appointment for the remainder of the 1959-60 academic year.
2. Mr. James E. Feucht has been employed as Assistant Professor in the Department of Agriculture at \$700 per month for the months of January and February 1960 to replace Mr. Leslie J. Van Etten who will be on leave without salary during that period. Mr. Feucht's degrees are: B.S., Colorado State College; M.S., Ph.D. (December 1959), Michigan State University.
3. Mrs. Earlene Kimler McClure has been employed as Faculty Assistant and Supervising Teacher of Mathematics at \$400 per month to fill the vacancy created by the resignation of Melvin S. Lang. Mrs. McClure received the B.S. degree from Western and has done considerable substitute work in the Campus School. She replaced William McKinley who desired to devote full time to graduate work. Mrs. McClure's contract is for the winter quarter only and will be continued beyond that only if it is not possible to obtain a fully qualified person for this position.
4. Mr. Robert Torley was employed as Graduate Assistant in Public Services for the winter and spring quarters of the 1959-60 year at \$120 for December and \$150 per month for the remaining five months. Mr. Torley received the B.S. degree from Western in June 1959 and is enrolled for part-time graduate work. (This position was originally assigned to the English department, but since it was not filled, it was transferred to Public Services where additional help is needed for work in connection with the bond issue.)
5. Mr. Richard Ray Shreve, who completed the requirements for the B.S. degree during the fall quarter, was employed effective December 1, 1959 as Graduate Assistant in the Department of Chemistry at \$100 per month. He was employed to help reduce the staff overload resulting from the resignation of Dr. Samuel Levine, and the appointment is on a month-to-month basis pending appointment of a regular staff member to replace Dr. Levine.
6. Mrs. Alice Kellogg was reappointed as Faculty Assistant in the Women's Physical Education Department at \$200 per month for the winter quarter. This is a temporary appointment on a quarter basis pending employment of a regular staff member for the new position provided in the budget for this department.

7. Dr. Sidney D. Nolte is recommended for appointment as Assistant Professor in the Department of Mathematics beginning with the first summer term 1960 at a salary of \$860 per month. Dr. Nolte received the B.A. degree from Simpson College, the M.S. from the State University of Iowa, and the Ph.D. from Iowa State College. He comes to Western from the staff of Iowa State College, and prior to that he taught in the public school system of Keokuk, Iowa. He will replace Dr. G. H. Miller whose contract terminates with the close of the 1959-60 academic year.

#### D. Additions to Substitute Teacher List

Charles L. Barrett, B.Ed., Western Illinois University; M.S.,  
University of Illinois  
Dorothy Dixon Burgard, B.Ed., M.S., Western Illinois University  
Mildred Losasso, B.Ed., Western Illinois University

#### E. Death of Emeritus Faculty Member

It is with regret that we report the death of Dr. Fred H. Currens on October 23, 1959. At the time of his retirement in 1951 he was serving the institution as Dean of the College and Head of the Department of Chemistry.

#### F. Faculty Enrollment in Classes

1. Mrs. Beth M. Stiffler, Instructor and Supervising Teacher of English, requests permission to enroll in an evening course in Library Science during the second semester, 1959-60.
2. The following staff members have requested permission to enroll in an evening course, Physical Education 506, during the second semester 1959-60:
  - a. Robert N. Miller, Instructor in Physical Education
  - b. Joel Collier, Instructor in Physical Education
  - c. Robert E. Vanni, Instructor in Physical Education
3. Mr. Don L. Crawford, Instructor in Audio-Visual Education, requests permission to enroll in Geography 329G which will meet on Tuesday evenings during the second semester 1959-60.

### III. OTHER EMPLOYEES

#### A. Resignations

1. Marilyn Joyce Waddell, Fountain Attendant, WCS-136, submitted her resignation effective November 30, 1959. She had been on layoff status since February 28, 1959.
2. Lora May Cagle, WCS-50, Secretary in the Provost's Office, resigned effective December 31, 1959.

#### B. Leave of Absence

1. Donald D. Jackson, Groundsman, WCS-146, was granted disability leave without pay for the period December 4, 1959 to January 4, 1960.

#### C. Termination of Employment

1. Edith S. Leasman, temporary Maid, completed her temporary work assignment as of November 6, 1959.
2. Carl B. Holstine, temporary Groundsman, completed his temporary work assignment as of December 22, 1959.



D. Reinstatement

1. Marguerite M. Chenoweth, Maid, WCS-130, returned from disability leave on November 9, 1959.

E. Changes in Name, Duties, Classification and/or Salary

1. The name of Charlotte E. Ellerbrock, Recorder, WCS-96, has been changed to Charlotte E. Lizdas.
2. Ray F. Buchholz, Janitor, WCS-64, completed his probationary period, and his salary was increased to \$345 per month effective November 18, 1959.
3. The name of Carol Ann Welch, Clerk-Stenographer II, WCS-88, has been changed to Carol W. Hilton.

F. Appointments

1. Mrs. Clara M. Broyles was employed as Janitress, WCS - , effective November 23, 1959 at \$235 per month. This is a new position which was approved by the Board at the November 1959 meeting. Mrs. Broyles was formerly employed as Cook, WCS-5.

IV. ORGANIZATION

1. Calendar for 1960-61

Fall Quarter

September 6-9

September 12

November 21-23

November 24

November 25

Orientation and Registration

Classes begin

Examinations

Thanksgiving

Fall Quarter closes

Winter Quarter

November 28-30

December 1

December 21, 5:00 p.m.

January 4, 8:00 a.m.

February 27-March 1

March 3

Counseling and Registration

Classes begin

Christmas vacation begins

Classes resume

Examinations

Winter Quarter closes

Spring Quarter

March 6-8

March 9

March 30, 5:00 p.m.

April 5, 8:00 a.m.

May 28

May 29

May 30

May 31-June 1

June 2

Counseling and Registration

Classes begin

Easter recess begins

Classes resume

Baccalaureate and Commencement

Examinations

Memorial Day

Examinations

Spring Quarter closes

First Summer Term

June 12

July 15

Registration

First Summer Term closes

Second Summer Term

July 17

August 18

Registration

Second Summer Term closes

## V. CURRICULUM

### A. International Understanding Program

#### Purpose of the International Understanding Program

The International Understanding Program is established to improve the international, intercultural, and interracial education at Western Illinois University, in our regional community, and in nations abroad. Its purpose is to transmit that knowledge and faith which will develop understanding, friendship, cooperation, and survival.

#### Projects of the International Understanding Program

The International Understanding Program will be advanced through multi-purpose projects which will be undertaken by priority until the entire program is in operation. These projects shall include activities to:

1. Bring visiting international lecturers to our campus.
2. Increase attention to the needs of international students on the Western Illinois University campus.
3. Increase our utilization of international students.
4. Encourage international experience for our faculty and students individually through study, travel, and exchange; collectively through the establishment of a university-to-university relationship between Western Illinois University and one or more universities abroad.
5. Increase utilization of faculty and community personnel presently available in the international understanding program.

#### The International Understanding Committee

The International Understanding Program will be administered by a permanent International Understanding Committee selected by the President of Western Illinois University.

1. The duties of this committee are:
  - a. To develop over-all policies and priorities consistent with the purposes of this program. These shall be submitted to the President and such other persons, departments, and committee as he shall direct.
  - b. To supervise or administer through subcommittees and co-operating organizations those elements of the International Understanding Program undertaken by the University.
  - c. To create and administer the International Understanding Program Fund.
2. The personnel of the permanent committee consists of Dr. John G. Westover (chairman), Dr. Warren O. Covert, Dr. Earl Foreman, Dr. John W. Henderson, Miss Lois P. Mills, Dr. John Parsons, and Mr. A. B. Roberts.

#### The International Understanding Program Fund

The International Understanding Program Fund will consist of such non-appropriated money as shall come under the control of the International Understanding Committee. This money will be solicited from campus organizations and agencies handling non-appropriated funds, from civic

groups, and directly from foundations interested in the International Understanding Program.

The International Understanding Program Fund shall be used in such manner as the Committee shall deem best to advance the purposes of the Program. This will include the easing of the financial travel burden of visiting international lecturers, purchase of special books and materials, sponsoring of workshops, travel for persons in off-campus programs, and the establishment of study and travel scholarships.

#### Visiting Lecturers

The International Understanding Committee requests the Board's authorization to appoint part-time people equal in cost to approximately one full-time professor on a Contractual Services basis.

### VIII. STUDENT LIFE

#### A. Sales in Student Center

The Student Center Board has requested permission to sell certain items in the lobby of the Student Center. Their specific request was to sell miscellaneous small items including college produced records and postal cards with campus scenes.

### IX. MISCELLANEOUS

#### A. Increase in Extension Fees

In line with increases in other fees, we respectfully request permission to increase the extension fees to \$17.00 per four quarter hour extension course effective with the 1960-61 academic year.

#### B. Replacement of Truck

Permission is respectfully requested to advertise for bids on a replacement for the 1953 International pickup truck assigned to the university farm. The present truck is in poor condition and would require considerable expense to keep it in operating condition for another year. Funds have been provided in the Agriculture (Farm Department) budget.

A. L. Knoblauch  
President

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD  
Conrad Hilton Hotel  
Chicago, Illinois

January 11, 1960

The regularly scheduled meeting of the Teachers College Board convened at 9:00 A.M., on Monday, January 11, 1960, in Private Dining Room #13, Conrad Hilton Hotel, Chicago, Illinois. Mr. Lewis M. Walker, Chairman of the Board, presided.

Mr. Walker called the meeting to order, roll was called and the following members answered present:

Mr. Lewis M. Walker, Chairman	Mrs. Harriet Lowden Madlener
Mr. R. A. Stipes, Jr., Vice-Chairman	Mr. Wm. E. Reed
Mr. Alexander Summers, Secretary	Mr. Clarence Ropp
Mr. Carl Dunbar	Mr. Chauncey B. Watson, Sr.
Mr. George T. Wilkins	

The following members were absent:

Mr. Vernon L. Heath	Mr. Morton H. Hollingsworth
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Also present were the following:

Dr. Leslie A. Holmes, President  
Dr. J. Robert Hains, Dean of Instruction  
Dr. Ernest E. Hanson, Dean of Student Personnel  
Northern Illinois University

Dr. Arthur Larsen, Vice-President  
Mr. Preston Ensign, Business Manager  
Illinois State Normal University

Dr. Quincy Doudna, President  
Mr. Raymond R. Gregg, Business Manager  
Eastern Illinois University

Dr. A. L. Knoblauch, President  
Dr. H. Glenn Ayre, Dean  
Western Illinois University

Dr. Richard G. Browne, Executive Officer  
Mr. Richard F. Dunn, Legal Counsel  
Mr. Arthur Samore, Supervising Accountant  
Teachers College Board - Central Office

Mr. William P. Froom, the Board's appointee, and Mr. O. T. Banton, of the Lindsay-Schaub Newspapers, Decatur, were also present representing newspaper coverage of this meeting.

Chairman Walker appointed Mr. Summers, Mr. Ropp and Mr. Dunn to serve on a committee with members of the Illinois State Historical Society concerning management of the David Davis home.

Mr. Walker announced that Mr. Heath had been present for committee meetings on Sunday but had been called home because of the very serious illness of his wife's father.

Mrs. Madlener moved that the minutes of the meeting of the Teachers College Board held on November 5, 1959, be approved. Mr. Reed seconded the motion and it was carried.



Mr. Walker introduced Mr. Paul A. Nehring, Jr., a member of the DeKalb City Council, who had come to this meeting to inform the Board concerning a parking problem in DeKalb. After hearing his presentation, Board members agreed this matter should be referred to the Policy Committee for study.

#### REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 80 as Executive Officer of the Board, which consisted of three parts: Part I, Rehabilitation Requests for Current Biennium; Part II, Personal Services Expenditures; Part III, Miscellaneous.

Members agreed that plans and specifications might be drawn for some of the more urgent rehabilitation requests in order that the work might get under way more quickly once the Governor releases the money appropriated by the 71st General Assembly. These requests had been indicated at the meeting of the Building Committee.

Mr. Stipes, Chairman of the Finance Committee, reported that the Finance Committee, the Presidents and Dr. Browne met with the Commission of Higher Education on December 4, to consider and explain the current operating budgets of the four schools.

Mr. Stipes moved that Northern Illinois University be permitted to ask the architects to complete plans and specifications for the Union Building and the Dormitory; and that the Board finance the two buildings, not to exceed \$2,750,000, plus movable equipment for the Union Building, and \$4,250,000 including movable equipment for the dormitory, through private financing since there is no more money available through the Housing and Home Finance Agency of the federal government. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes stated that the Deans of Students at the four schools had been working for some time on a plan of student health insurance. He said Dean Hanson, of Northern Illinois University, was present to explain the plan.

After Dean Hanson's presentation, the four presidents and the executive officer expressed approval of the plan.

Mr. Stipes moved that plans and specifications be prepared for a group policy for student health insurance for students attending the four institutions governed by this Board, bids obtained and presented to the next meeting of this Board. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### QUARTERLY REPORTS OF PRESIDENTS

Dr. Holmes presented the Quarterly Report for Northern Illinois University.

Mr. Watson moved approval of the Quarterly Report for Northern Illinois University as presented by President Holmes, after the deletion of paragraph entitled "Extension Center for Graduate Credit: Chicago", under CURRICULUM. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Dr. Larsen presented the Quarterly Report for Illinois State Normal University.

Mr. Ropp moved approval of the Quarterly Report for Illinois State Normal University, as presented by Vice-President Larsen, after the deletion of Item B, Credit Unions, under MISCELLANEOUS. Mr. Stipes seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Dr. Doudna presented the Quarterly Report for Eastern Illinois University, and stated that he had been unable to secure a replacement for Dr. Ernest Stover and recommended his retirement at the end of the spring quarter, rather than the winter quarter as had been approved at the November 5 meeting.

Mr. Stipes moved that the Board accept the recommendation of Dr. Doudna and approve the request of Dr. Ernest Stover for retirement at the close of the spring quarter, rather than at the close of the winter quarter as was previously approved. Mr. Watson seconded the motion and it was carried.

Members discussed in some detail the progress made by the fraternities and sorority houses at Eastern Illinois University in correcting situations as required by the State Fire Marshal.

Mr. Stipes moved that Dr. Doudna call a meeting of the presidents of the fraternity and sorority houses, and Dean Anfinson, explain that the Fire Marshal's requests have been reported to the Board, and that the Board expects reasonable progress to be made; and that the Board commend these organizations for such progress as has been made in cooperating with the authorities in this respect. Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved approval of the Quarterly Report for Eastern Illinois University as presented by President Doudna. Mr. Stipes seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Dr. Knoblauch presented the Quarterly Report for Western Illinois University. Corrections were made as follows:

Delete A - Affiliation with the College of Law, University of Illinois, under V - CURRICULUM

Under VIII - STUDENT LIFE, add the words "college produced" before records

Under IX - MISCELLANEOUS, delete second paragraph under C

Mr. Dunbar moved approval of the Quarterly Report of Western Illinois University as presented by President Knoblauch, with corrections. Mr. Stipes seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Absent (Temp.)
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunn, Legal Counsel for the Board, reported that under a recent ruling of the Supreme Court this Board is liable for tortious or negligent acts of its agents that might cause liability. He further explained that the Teachers College Board is under the jurisdiction of the Court of Claims and that any claim against the Board must go through the Court of Claims. He added that any judgment rendered by the Court of Claims is not payable out of money appropriated to the Teachers College Board but from an appropriation which is made at the next biennial session of the General Assembly.

Mr. Dunn reported that a professor who takes a group of students in a car may be liable in case of an accident and suggested that staff members be cautioned to examine their insurance policies to see that their policies are broad enough to cover such cases.

Mr. Dunn reported that the matter of overtime for the employees at Illinois State Normal University, earned in an earlier biennium, had been taken to the Court of Claims, but was not allowed. Board members agreed that Mr. Dunn should continue his efforts to obtain payment for these men.

#### REPORTS OF COMMITTEES

##### Graduate and Curriculum Committee

Mr. Reed, Chairman, presented the following requests from Illinois State Normal University, and moved their approval.

##### 1. Request to add graduate courses

Department of Biological Science  
 320 Seminar in Biology (1)  
 321 Special Problems (1-3)  
 323 General Ecology (3)

Department of Business Education  
311 Fundamentals of Insurance (3)

Department of English  
370 Studies in Children's Literature (3)  
372 Problems in Children's Literature (3)  
375 Studies in Literature for Adolescents (3)  
393 Topics in English (1-3)  
460 Studies in The American Novel (3)

Department of Health and Physical Education  
345 Physical Education for Handicapped Children (2)  
(Drop course No. 245)

Department of Home Economics  
402 Seminar in Home Economics (2)

Department of Mathematics  
306 Set Theory (3)  
310 Number Theory (2)  
490 Seminar in Modern Mathematics (1-2)

Department of Social Science  
383 Selected Studies in the Cultures of Africa (2)

Department of Speech  
361 Social and Educational Aspects of Radio and Television (3)

## 2. Request for Revision of Course Numbering System

### Undergraduate Courses

300 Junior-Senior. With written approval of his advisor, a graduate student may take a maximum of 6 semester hours in this group for graduate credit.

### Graduate Courses

400 Open to seniors in good standing for undergraduate credit.  
(Same as previous 300 courses)  
500 Exclusively for graduate students. Require a minimum of 15 semester hours in this group.

### ADVANCED UNDERGRADUATE COURSES OPEN TO GRADUATE STUDENTS WITHIN SPECIFIED LIMITS

Department and changes  
in course numbers

Course titles and  
semester hours

#### Art

210 to 310	Advanced Weaving (3)
224 to 324	Advanced Jewelry (2)
227 to 327	Contemporary Art (2)
247 to 347	Advanced Sculpture (3)
277 to 377	Ceramics (2)
293 to 393	Art Workshop (1-6)

#### Biological Science

217 to 317	Histology and Embryology (3)
218 to 318	Laboratory Techniques (2)
221 to 321	Genetics and Evolution (3)
245 to 345	Applied Human Anatomy (3)
246 to 346	Survey of Physical Defects (2)
247 to 347	Sight-Saving Problems (2)



Business Education

256 to 356

257 to 357

Business Finance (3)

Retailing (2)

Education and Psychology

Education

242 to 342

243 to 343

244 to 344

245 to 345

248 to 348

249 to 349

253 & 254 to 353 & 354

293 to 393

Special Classes for the Trainable (2)

Education of the Mentally Retarded (2)

Education of the Partially Sighted (2)

Education of the Physically Handicapped (2)

Braille Reading and Writing (2)

Education of the Blind (2)

Education of the Deaf and the Hard-of-Hearing  
(3) each

Education Workshop (1-6)

Psychology

227 to 327

247 to 347

Psychology of Exceptional Children (2)

Psychological Problems of Blindness (2)

Foreign Language

218 to 318

Tacitus (2)

Geography

224 to 324

293 to 393

295 to 395

Readings in Geographic Literature (2)

Geography Workshop (1-6)

Cartography and Graphics (3)

Health and Physical Education

240 to 340

241 to 341

246 to 346

260 to 360

283 to 383

284 to 384

290 to 390

293 to 393

History of Physical Education (2)

Organization & Adm. of Physical Education (3)

Camp Experience with Physically Handicapped (1-3)

Dance Techniques (2)

Body Mechanics & Corrective Procedures (2)

Diagnosis and Treatment of Athletic Injuries (2)

Evaluation of Motor Performance (3)

Health & Physical Education Workshop (1-6)

Home Economics

216 to 316

222 to 322

223 to 323

Food Investigations (3)

Problems in Clothing (3)

Advanced Textiles (2)

Mathematics

240 to 340

250 to 350

293 to 393

Differential Equations

Probability and Statistics

Mathematics Workshop

Music

293 to 393

Music Workshop (1-6)

Physical Science

274 to 374

General Science (3)

Speech

218 to 318

224 to 324

233 to 333

235 to 335

241 to 341

251 to 351

252 to 352

Clinical Procedures in Speech Correction (3)

Persuasion (2)

Modern Drama (3)

History of the Theatre (3)

Advanced Problems of Interpretation (2)

Speech Reading and Auditory Training (2)

Clinical Practice: Speech Reading and Auditory  
Training (2)

Speech (Continued)

256 to 356	Conservation of Hearing (2)
272 to 372	Anatomy & Physiology of Hearing and Speech (2)
281 to 381	Problems in Speech Education in the Secondary School (3)

Mr. Wilkins seconded the motion and it was carried.

Mr. Reed presented the following requests for the Graduate School Curriculum at Northern Illinois University and moved their approval:

1. Request to offer a graduate program and to confer the degrees of Master of Science and Master of Science in Education for the Department of Home Economics. Contingent upon approval of this request, permission is requested to offer the following courses for graduate credit:

- 408 Educational Statistics (3)
- 410 Nutrition and Dietetics (3)
- 430 Participation in the Nursery School (4)
- 438 Parent Education (3)
- 441 Family Relationships (3)
- 450 Workshop in Home Economics (1-3)
- 500 Seminar (2)
- 504 Research Methods (3)
- 505 Individual Research Problems (1-3)
- 509 Marriage and Family Life (3)
- 512 Child Development and Nursery School Education (3)
- 520 Curriculum in Home Economics (3)
- 521 Evaluation in Home Economics (3)
- 525 Supervision of Student Teaching in Home Economics (3)
- 534 Nursery School Administration and Procedure (3)
- 547 Advanced Nutrition (3)
- 549 Experimental Foods I (3)
- 550 Experimental Foods II (3)
- 552 Infant and Child Nutrition (2)
- 560 Nutrition Education for Elementary & Secondary School Teachers (3)
- 601 Problems in Home Economics (1-3)

2. Request for the Department of Library Science to offer courses for graduate credit, as follows:

- 413 History of books and libraries (2)
- 414 The American Library Movement (2)
- 421 Bibliography of the Humanities (3)
- 422 Bibliography of the Social Sciences (3)
- 424 Bibliography of the Sciences (2)
- 433 The Library in the Modern School (3)
- 434 The Public Library as a Service Organization (3)
- 500 Workshop (1-3)
- 512 Advanced Cataloging and Classification (3)
- 515 College and University Libraries (3)
- 516 Special Libraries (2)
- 520 Colloquium (1)
- 530 Special Problems in Librarianship (1-4)

3. Requests for additions to courses of departments offering graduate work:

Department of Art

- 480 Independent Research (1-3)

Department of Business Administration

- 448 Advertising (3)
- 460 Accounting for Specific Industries (2)
- 461 School Office and Personnel Management (2)

Department of Business Administration (Continued)

- 475 CPA Problems (3-5)
- 490 Management of Auxiliary Enterprises (2)
- 495 Maintenance and Operations-Buildings and Grounds (2)
- 602 Research in School Business Management (1-3)
- 603 Seminar in Business Research (3)
- 604 Independent Study in Business (1-3)
- 653 Advanced Managerial Accounting and Controllershship (2)

Department of Earth Sciences

- 429 Field Geology (3)
- 439 Aviation Institute (4)
- 440 Optical Mineralogy (4)
- 446 Historical Geology (3)
- 462 Urban Geography (2)
- 490 Field Methods (2)
- 560 Procedures and Techniques in the Reporting of Research in the  
Earth Sciences (2)
- 657 Advanced Studies in Geography (2)
- 669 Advanced Studies in Geology (2)
- 670 Independent Research in Geology or Geography (1-3)

Department of Education

- 424 Guidance of Learning (Secondary) (3)
- 514 Seminar in Elementary Education (3)
- 515 The Teacher in the Elementary School (2)
- 580 Seminar in Guidance and Counseling (3)
- 582 History of European Education Thought (3)
- 599 Reading Institute (1-2)
- 605 Experimental Research (3)
- 611 Advanced Child Study (3)
- 612 Practicum in Child Study (3)
- 633 Seminar in American Educational Thought (3)
- 656 School Administration Field Studies (2)

Department of History

- 424 Intellectual and Social History of the United States 1860 to Present (3)
- 428 American Social Reform Movements Since 1865 (2)
- 431 The Reformation (3)
- 433 History of Ideas - II (2)
- 435 Twentieth Century Europe (3)
- 439 Southeast Asia (3)
- 440 Summer Institute in Asian Civilizations (6)
- 524 Seminar in Western American History (3)
- 526 Independent Study in American History (2)
- 535 Seminar in Asian History (3)

Department of Journalism

- 400 History of Journalism (2)
- 450 School Publications (3)
- 451 Teaching Journalism (2)
- 460 Law of the Press (2)
- 470 The Industrial Press (3)
- 490 Readings in Journalism (2)

Department of Music

- 430 a, b, c, d Piano (1)
- 431 Piano (1)
- 440 Voice (1)
- 450 Private Woodwinds (1)
- 460 Private Strings (1)
- 470 Private Brasses (1)

Department of Physical Education for Men

- 544 Workshop in Athletic Coaching (1)

Department of Physical Education for Women

- 569 Independent Study in Health, Physical Education, and Recreation  
(I, II) (1-3)

Department of Philosophy

- 440 Theory of Knowledge (3)
- 450 Advanced Ethics (3)
- 465 Twentieth Century Philosophy (3)
- 495 Special Studies (2-4)

Department of Physics

- 463 Kinetic Theory and Statistical Mechanics (3)
- 581 Nuclear Physics Laboratory (2)
- 660 Quantum Mechanics III (3)
- 670 Quantum Electrodynamics (3)
- 685 Theoretical Physics II (3)

Department of Social Sciences

- 443 Comparative European Governments (3)

4. Request for deletion from courses of departments offering graduate work:

Department of Physics

- 664 Advanced Physical Statistics

Department of Social Science

- 546 Foreign Governments

Mrs. Madlener seconded the motion and it was carried.

Mr. Reed presented the following requests from Western Illinois University and moved their approval:

1. Request to add graduate courses:

Department of Education

- 450G Workshop (4)
- 533 Practicum in Counseling (4)
- 535 Organization and Administration of Guidance Services (4)
- 590-591 Field Study Projects (4)

Department of Mathematics

- 532-533 Introduction to Statistical Method (4)
- 561 Boundary Value Problems (4)
- 568 Introduction to Complex Variables (4)

Department of Physical Education (Women)

- 502 Survey of Literature in Physical Education (4)
- 503 Supervision of Physical Education (4)
- 508 Supervision of Outdoor Education (4)
- 510 Individual Research Problems (1-2)
- 600 Thesis (4)

Department of Physics

- 520 Fundamental Principles of Classical Mechanics (4)
- 530 Atomic Structure and Line Spectra (4)
- 540 Nuclear Physics (4)

Department of Social Science

- 577 Political Science - Soviet American Relations (4)
- 576 Political Science - Political Ideas (4)
- 569 History - Civil War and Reconstruction (4)
- 576 History - Political Ideas (4)
- 580 History - French Revolution and Napoleon (4)
- 548 History - American Political Theories (4)



Department of Social Science (Continued)

563 History - American Constitutions and American Democracy (4)

518 Sociology - History of Social Theory (4)

2. Request to change numbering

Department of Social Science

History 344 to History 444 - Illinois History

3. Request to drop the following courses

Business Education

Accounting 323, 324, 325

Shorthand 323, 324, 325, 327

Business Education 433, 434, 501, 509, 510

Chemistry 434, 435, 452, 510, 511, 544

Education 416, 417, 527, 528

History 553

4. Request for program leading to Master of Science in Education degree in Music

Theory of Music

447 Advanced Arranging (4)

402 Form and Analysis (4)

503 Composition (4)

504 Texture of Twentieth Century Music (4)

510 Theory Materials and Methods (4)

History and Literature of Music

425 Survey of Instrumental Music Literature (4)

426 Survey of Vocal and Choral Music Literature (4)

427 Opera Literature (4)

505 Music in the Twentieth Century (4)

506 Musicology (4)

507 Baroque Music (4)

508 Romantic Music (4)

Music Education

500 Organization and Supervision of School Music Program (4)

520 Advanced Choral Conducting (4)

521 Advanced Instrumental Conducting (4)

522 Woodwind Teaching Techniques (4)

523 String Teaching Techniques (4)

524 Brass Teaching Techniques (4)

525 Percussion Teaching Methods (4)

526 Vocal Teaching Techniques (4)

527 Piano Teaching Methods (4)

450 Band Pageantry Techniques (4)

550 Foundations of Music Education (4)

5. Request to affiliate with the College of Engineering, University of Illinois, in a program whereby a student may earn the Bachelor of Science degree at Western and the Bachelor of Science in Engineering degree at the University of Illinois. This program would require three years of study at Western plus two years in the College of Engineering, University of Illinois.

The work at Western would complete the requirements in the Basic Curriculum for the Bachelor of Science degree and include eighteen courses (seventy-two quarter hours) in mathematics and science.

Mr. Dunbar seconded the motion and it was carried.

Mr. Reed moved that Northern Illinois University be given permission to hire a person qualified in the field of special education to make a survey and bring in recommendations looking toward the establishment of courses in special education in the next biennium. Mr. Watson seconded the motion and it was carried.

Mr. Stipes moved that Dr. Browne and the four presidents report on the number of undergraduate and graduate courses that are offered to see if any can be combined or eliminated; and that six months be allowed for preparation of this report. Mr. Wilkins seconded the motion and it was carried.

Mr. Dunn added to the discussion of insurance at the four schools the matter of coverage on automotive transportation facilities.

Mr. Wilkins moved that the matter of insurance coverage on automotive transportation facilities be referred to the Policy Committee to study and report at the next meeting. Mr. Summers seconded the motion and it was carried.

#### POLICY COMMITTEE

Mr. Ropp, Chairman, moved that gifts made to the various universities for specific purposes may be accepted by the Teachers College Board and be so recognized by the placing of a plaque or scroll in a suitable location, naming the donor, the school, and the department to which the gifts are to be made without naming their specific purposes or assigning specific locations. Mr. Wilkins seconded the motion and it was carried.

Mr. Ropp presented the following change in policy with regard to physical examinations, and moved its adoption.

a. Persons employed for either an academic or a non-academic regular position (excluding student help or part-time positions) must complete a physical examination, and the results must be filed with the employing college, or Board office. This physical examination should be completed before or as soon as practical after the beginning date of employment, and in no event later than 90 days after employment begins. Under no circumstances may a person be given permanent employment before the results of the examination are received by the employing officer. If an employee fails to complete the physical examination within 90 days after the employment begins, the payroll warrants due him after this period shall be withheld until he completes such examination.

b. It is the duty of the health officer of the University to submit to the employing officer (president, business manager or personnel director), his opinion as to whether the applicant or employee (1) is mentally and physically able to perform the duties of the position for which his services are proposed, and (2) has a physical or mental condition which, in the judgment of the examining physician, will constitute a public health or other hazard to fellow employees and others with whom he may come in contact, and (3) has serious medical defects which are likely to prevent him from performing his duties in the foreseeable future.

c. The employing officer shall consider the results of the physical examination in determining whether or not the employee shall be given permanent employment. One element of this consideration is the probable liability on the University Retirement System.

d. The University Retirement System, by law, must accept any applicant certified by the president of the university for participation in the University Retirement System.

Mr. Watson seconded the motion and it was carried.

## BUILDING COMMITTEE

### Northern Illinois University

Mr. Summers, Chairman, moved that the Teachers College Board approve payment to the J. L. Simmons Co., 506 South Wabash Avenue, Chicago, contractor for general work on the Women's Residence Hall Group, one-half the retainage which amount is \$66,275.00, and that the remainder be held for final settlement. Mr. Stipes seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved that the Teachers College Board concur in the action of the Advisory Committee in approving addition to the contract with Graves & Graves, of Chicago, for work on Residence Hall Group, in the amount of \$1,499.00, for installation of a catwalk and ladder around two sides and in front of boiler installation, in order to comply with recommendation of State boiler inspector. (Payable from Construction Fund, Series '57, Women's Residence Hall) Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Summers moved that the Teachers College Board approve additions to the contract with Broadway Electric Co., Rockford, in the amount of \$1,072.60, for:

1 400-ampere circuit breaker for air-conditioning circuit to increase required load capacity	Add \$535.00
6 Fixtures in Small Dining Room	Add 364.00
Telephone power outlets in Trunk Rooms	Add 44.00
Wiring in Four House Directors' Suites for refrigerators	Add 98.60
Additional TV outlet in Small Dining Room	Add 31.00
(Payable from Construction Fund, Series '57, Women's Residence Hall)	

Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Summers moved that the Teachers College Board approve addition to the contract with Swain & Myers Sales Co., Decatur, Illinois, in the amount of \$1,084, for Hamburger Machine "Hollymatic" unit and stand. (Payable from Construction Fund, Series '57, Women's Residence Hall) Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

#### Illinois State Normal University

Mr. Summers moved that the Teachers College Board approve additions to the contract with Donzel Fortner, of Bloomington, Illinois, for plumbing and heating, Residence Halls, as follows:

Equipment for Mop-Pac System	\$ 3,217.00
Gas Main & Spray Ring for East Incinerator	300.00
Remote Temperature Control	7,401.00
Snow Melting System - Ramp to Food Services Building	10,707.00
Total Additions	\$21,625.00

(Payable from Building's Construction Fund)

Mr. Stipes seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Summers moved that the Teachers College Board approve an addition to the contract with Felmley-Dickerson Co., of Bloomington, for general work on the residence halls in the amount of \$504.00, for steel reinforcing bars for the 8th, 9th and 10th floors. (Payable from the Building's Construction Fund). Mr. Stipes seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

#### Eastern Illinois University

Mr. Summers moved that the Teachers College Board accept the proposal in the amount of \$1,178.00, of Industrial Roofing Co., Mattoon, lowest responsible bidder, for replacing all downspout sections that are missing or split at the seams, re-hanging all other loose downspouts, replacing all missing hangers, repairing all split conductor heads and making one new conductor head to replace one which has been damaged beyond repair, including repairing or replacing copper screens at the conductor heads, on Pemberton Hall. (Payable from Contractual Services). Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.



Mr. Summers moved that the Teachers College Board accept the low bid of Downtown Electric Co., Champaign, for a sound system in the University Union Building, in the amount of \$2,975.00, plus Alternate E-3 for an FM antennae in the amount of \$55.00, for a total of \$3,030.00. (Payable from Contractual Services) Mr. Stipes seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Summers moved that the Teachers College Board approve changes in the general contract with Mautz & Oren, Inc., of Effingham, Illinois, for Married Student Housing Units, as follows:

Painting floors in boiler room - - - - -	-Add	\$130.00	
Rubber bumpers for kitchen cabinet doors - - - - -	"	62.00	
Omit asphalt tile on floors of 2 laundry rooms--Deduct			\$73.00
Net addition to Contract - - - - -		\$119.00	

(Payable from Building's Contingency Fund)

Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

#### Western Illinois University

Mr. Summers moved that the Teachers College Board authorize Western Illinois University to spend up to \$1,000.00 as its share of the cost of a new sewer of approximately 316' and 8" in diameter, down the south side of Adams Street, adjacent to the Dormitory Student Center. (Payable from Series '56, Surplus Funds) Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Stipes moved that the Board policy on post-season athletic competition be referred to the Policy Committee for further study to report back to the Board with their findings as soon as possible. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Absent	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

◇ The motion was unanimously carried.

Members discussed this matter and agreed that the directors of athletics of the four institutions should appear before the committee with the presidents to give them an opportunity to express their views.

There being nothing further to come before the Board at this time, Chairman Walker declared the meeting adjourned until the next regular meeting on February 15, 1960, in Chicago, Illinois.

Lewis M. Walker  
Chairman

Alexander Summers  
Secretary

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD  
Conrad Hilton Hotel  
Chicago, Illinois

February 15, 1960

The regularly scheduled meeting of the Teachers College Board convened at 9:00 A.M., on Monday, February 15, 1960, in Private Dining Room 521, Conrad Hilton Hotel, Chicago, Illinois. Mr. R. A. Stipes, Vice-Chairman, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr., Vice-Chairman	Mrs. Harriet Lowden Madlener
Mr. Carl Dunbar	Mr. William E. Reed
Mr. Vernon L. Heath	Mr. Clarence Ropp
Mr. Morton H. Hollingsworth	Mr. Chauncey B. Watson, Sr.

The following members were absent:

Mr. Alexander Summers, Secretary	Mr. Lewis M. Walker, Chairman
Mr. George T. Wilkins	

Also present were the following:

Dr. Leslie A. Holmes, President  
Northern Illinois University

Dr. Robert G. Bone, President  
Dr. Arthur Larsen, Vice-President  
Mr. Preston Ensign, Business Manager  
Illinois State Normal University

Dr. Quincy Doudna, President  
Eastern Illinois University

Dr. Earl Foreman, Provost  
Dr. H. Glenn Ayre, Dean  
Mr. J. M. Grigsby, Business Manager  
Western Illinois University

Dr. Richard G. Browne, Executive Officer  
Mr. Richard F. Dunn, Legal Counsel  
Mr. Arthur Samore, Supervising Accountant  
Teachers College Board - Central Office

Mr. William P. Froom, the Board's appointee, and Mr. O. T. Banton, of the Lindsay-Schaub Newspapers, Decatur, were also present representing newspaper coverage of this meeting.

Mr. Stipes reported that Mr. Walker was enjoying a very pleasant vacation in Tucson, Arizona, and sent greetings to the Board members.

Mr. Dunbar asked that the minutes of the meeting of January 11, 1960, be corrected to show that the cost of a new sewer down the south side of Adams Street, adjacent to the Dormitory Student Center, is payable from surplus funds, Series '56.

Mr. Dunbar moved approval of the minutes of the meeting of January 11, 1960, as corrected. Mr. Watson seconded the motion and it was carried.

## REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 81 as Executive Officer of the Teachers College Board, which consisted of three parts: Part I, Placements for 1959; Part II, Current Enrollments according to Curricula; and Part III, Miscellaneous.

## REPORTS OF COMMITTEES

### Building Committee

Mr. Dunbar, Acting Chairman of the Building Committee, moved that the Teachers College Board employ Mr. John Patrick Ward as safety engineer, beginning February 17, 1960, through June 30, 1961, at an annual salary of \$7,500, plus travel expenses. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

### Northern Illinois University

In connection with negotiations for land acquisition at Northern Illinois University, Mr. Dunn presented the following resolution:

WHEREAS, this Board has caused inquiry to be made and has studied the future needs of Northern Illinois University at DeKalb, Illinois, for additional land and has ascertained that said University needs and this Board should acquire certain tracts of land for said University, NOW, THEREFORE,

BE IT RESOLVED by the Teachers College Board of the State of Illinois in regular session assembled that it is necessary that this Board acquire for Northern Illinois University at DeKalb, Illinois, the following described tracts of land:

- TRACT 1: The East 130 feet of Lot 1 in Block 1 in Normal Park Addition to the City of DeKalb, DeKalb County, Illinois.
- TRACT 2: The West 70 feet of the East 200 feet of Lot 1 in Block 1 of Normal Park Addition, in the City of DeKalb, DeKalb County, Illinois.
- TRACT 3: The West 67 feet of Lot 1 in Block 1 in Normal Park Addition to the City of DeKalb, DeKalb County, Illinois.
- TRACT 4: The West 70 feet of the East 270 feet of Lot 1 in Block 1 of the Normal Park Addition to the City of DeKalb, DeKalb County, Illinois.
- TRACT 5: The East 165 feet of Lot 2 in Block 1 in Normal Park Addition to the City of DeKalb, DeKalb County, Illinois.
- TRACT 6: Lot 2 (except the East 165 feet) in Block 1 in Normal Park Addition to the City of DeKalb, DeKalb County, Illinois.
- TRACT 7: Lot 4, excepting therefrom the West 120 feet thereof, in Block 1 in Normal Park Addition to the City of DeKalb, DeKalb County, Illinois.
- TRACT 8: The West 120 feet of Lot 4 in Block 1 in Normal Park Addition to the City of DeKalb, DeKalb County, Illinois.
- TRACT 9: Lot 5, Block 1, Normal Park Addition to the City of DeKalb, DeKalb County, Illinois.
- TRACT 10: The West 50 feet of Lot 6 in Block 1 in Normal Park Addition to the City of DeKalb, DeKalb County, Illinois.



TRACT 11: The East 50 feet of the West 100 feet of Lot 6 in Block 1 in Normal Park Addition to the City of DeKalb, DeKalb County, Illinois.

TRACT 12: Lot 6 (except the Westerly 100 feet) in Block 1 of Normal Park Addition to the City of DeKalb, DeKalb County, Illinois.

BE IT FURTHER RESOLVED that Richard F. Dunn, Attorney for this Board, be and he is hereby authorized and directed to have the aforesaid tracts appraised and to negotiate with the owners for the purchase thereof, and to institute condemnation proceedings under the Eminent Domain Statute of the State of Illinois and under the authority of the Teachers College Board to acquire for this Board for said University the above described tracts of land.

Mr. Dunbar moved the adoption of the above Resolution. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Heath	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved that the Teachers College Board approve an addition in the amount of \$1,480.33, to the contract of J. L. Simmons Co., Chicago, for work on the Women's Residence Hall Group, for the following items:

38 cu. yards of 6" deep excavation @ \$6.50 per cu. yd.	\$ 247.00
Mesh reinforcing (30 Lbs. Per Hundred Sq. Ft.) 30x21	
630 Lbs. @ \$0.161 per lb.	101.43
2058 sq. ft. of 4" thick concrete @ \$0.55 per sq. ft.	1,131.90

(Payable from Construction Funds, Residence Hall Group, Series '57)

Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved approval of an addition in the amount of \$643.11, to the contract of J. L. Simmons Co., Chicago, for work on the Women's Residence Hall Group, for the lowering of footings for the retaining wall along the terrace at the south end of the dining and recreational area. (Payable from Construction Funds, Series '57, Residence Hall Group) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved approval of an addition in the amount of \$224.00 to the contract of Swain & Myers Co., Decatur, for food service equipment in the Women's

Residence Hall Group, for four stainless steel faucet stands @ \$56.00 each.  
(Payable from Construction Funds, Residence Hall Group, Series '57) Mr. Watson  
seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved approval of the purchase of one Hobart Model Food Cutter with attachment hub, for the Women's Residence Hall kitchen, in the amount of \$574.88, from M. L. Brill Co., Chicago, lowest responsible bidder. (Payable from equipment funds, Women's Residence Hall Group, Series '57) Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved approval of a credit in the amount of \$800.00, to the contract of Rockford Plumbing & Heating Co., Rockford, Married Student Housing Series '59, resulting from the elimination of flow interlocks on the garbage disposal units. Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of the payment of \$321.50 to Dunn & Dunn, Attorneys, Bloomington, for legal services, and Bond Issue and Abstract Charges advanced to the Chicago Title & Trust Co., in connection with the Married Student Housing. (Payable from Construction Funds, Series '59, Married Student Housing) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

#### Illinois State Normal University

Mr. Dunbar moved approval of the request to waive retainage fee in the amount of 10% on all future payments to Felmley-Dickerson and Donzel Fortner, contractors for the new residence hall group, in accordance with the recommendation of the architect and letters of consent received from surety companies. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar reported that additions to contract approved at the January 11 meeting of this Board were not acceptable to the contractor who had originally bid them as alternates but on which the time limit has expired. He moved that as a result of taking new bids a change order in the amount of \$23,271.85 be issued to Donzel Fortner, Bloomington, lowest responsible bidder, for additional plumbing and heating work, new residence halls, as follows:

Vacuum Cleaning System	\$ 3,377.85
Central Temperature Control Panel	8,327.00
Snow Melting System	11,567.00

(Payable from Building's Construction Fund)

Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved that, subject to the release of funds, the architect be authorized to prepare plans and specifications, and obtain bids, for showers and remodeling in the Women's Gymnasium. (Payable from Rehabilitation funds) Mr. Watson seconded the motion and it was unanimously carried.

Mr. Dunbar moved that, subject to the release of funds, the architect be authorized to prepare plans and specifications and obtain bids for rest rooms in Cook Hall. (Payable from Rehabilitation funds) Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Dunbar moved that, subject to the release of funds, approval be given to obtain bids for lighting fixtures for two reference rooms in the Library. (Payable from Rehabilitation funds) Mr. Ropp seconded the motion and it was unanimously carried.

#### Eastern Illinois University

Mr. Dunbar moved approval of the name "Life Science" for the proposed new building at Eastern Illinois University. Mr. Heath seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of a credit in the amount of \$312.00, to the contract of Mautz & Oren, Effingham, Married Student Housing Project, (Series '57) resulting from the difference between estimated and actual cost of bricks used for masonry work. Mr. Heath seconded the motion and it was unanimously carried.

Mr. Dunbar moved that, subject to the release of funds, the architect be authorized to prepare plans and specifications, and obtain bids, for the construction of sidewalks along Seventh Street. (Payable from Rehabilitation funds) Mr. Watson seconded the motion and it was unanimously carried.

Mr. Dunbar moved that, subject to the release of funds, the architect be authorized to prepare plans and specifications, and obtain bids, for the building of sidewalks along Fourth Street to the Married Student Housing Area. (Payable from Rehabilitation Funds) Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Dunbar moved that, subject to the release of funds, the architect be authorized to prepare plans and specifications, and obtain bids, for widening stairways in the Livingston C. Lord Administration Building. (Payable from Rehabilitation Funds) Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Dunbar moved that, subject to the release of funds, the architect be authorized to prepare plans and specifications, and obtain bids, for the repair and modernizing of the registrar's office in the Livingston C. Lord Administration Building. (Payable from Rehabilitation Funds) Mr. Heath seconded the motion and it was unanimously carried.

#### Western Illinois University

Mr. Dunbar moved that the architect be authorized to advertise for bids for repairs in the boiler plant. (Payable from funds appropriated in S.B. 983, 71st General Assembly) Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Dunbar moved that minimum standards of materials, proportions, finishing, and curing of concrete used in exterior work, watertight concrete and exposed interior floors, as prepared by Mr. Samoore, be sent to architects with the understanding that these standards will be the minimum requirements for this work in future construction. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved that the Chairman and Secretary of the Teachers College Board be authorized to execute and sign a lease for the rental until June 30, 1961, with option to buy, of the following property:

Lots 10 and 11 in the Fifth Addition to the Town of Normal  
(The Lessor reserves two automobile parking spaces on the above premises for lessor's use during the term of this lease, but said reservation is terminated as of the date of delivering deed, if purchase option is exercised.)

Said property is to be used for parking purposes at Illinois State Normal University. (Payable from Series '55 operating funds) Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar presented the following resolution and moved its adoption:

Be It Resolved by the Teachers College Board of the State of Illinois for Northern Illinois University that Section 2 of a resolution entitled, "Resolution establishing charges and fees for the use of and for the service supplied by an additional student residence hall to be constructed, the existing Student Union Building, and the existing Dining Hall of Northern Illinois State Teachers College at DeKalb, Illinois," adopted by said Board on December 8, 1953, be amended to read as follows:

"Section 2. Said charge for the student residence hall shall be payable not less than one week in advance. Fees for the use of the Student Union Building shall be payable in advance at the time the student registers at the University. Charges for meals and special food services in the Student Union Building and the Dining



Hall, other than charges for meals and food served to student employees or University guests which are payable from State or University funds, shall be payable at the time such meals or food is served."

Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

#### Graduate and Curriculum Committee

Mr. Reed, Chairman, moved that the Teachers College Board grant Western Illinois University permission to offer the Bachelor of Science degree for three years of work at Western plus one year of law study in the College of Law, University of Illinois, subject to the following conditions:

1. The first three years of work at Western must meet scholarship standing indicated by a cumulative quality point ratio of 2.50. (Midway between C and B.)
2. The student must have completed the requirements under the Basic Curriculum for the Bachelor of Arts degree.
3. The student must have completed a major in a subject approved by the law school which he enters. Western students can meet the basic curriculum requirements and the major requirements and do some work on a minor. The law courses will be accepted to complete the minor and serve as electives.
4. At the completion of one year's work in law school the student must not be on academic probation, and he must present credits in sufficient amount and of sufficient quality to meet all degree requirements at Western, except the residence requirement during the senior year.

Mrs. Madlener seconded the motion and it was unanimously carried.

#### ELECTION OF OFFICERS

Mr. Stipes stated that the next order of business was the election of a secretary and vice-chairman for one-year terms.

Mr. Ropp nominated Mr. Summers for Secretary and moved that nominations be closed. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Stipes turned the meeting over to Dr. Browne who asked for nominations for Vice-Chairman.

Mr. Dunbar nominated Mr. Stipes for Vice-Chairman and moved that nominations be closed. Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Dunbar moved that Northern Illinois University, subject to release of funds, be authorized to have plans and specifications prepared for fire alarms in Industrial Arts Building, Still Gymnasium, McMurry Hall, Science Hall, and Administration Building; for fire escapes and fire proof stairs in Administration Building; for continuation of electrical loop; for tuckpointing five buildings; for replacing windows in Administration Building; and for repairs to the roof of heating plant; and brought to the Board for approval before securing bids. Mrs. Madlener seconded the motion and it was unanimously carried.

#### INFORMAL REPORTS OF PRESIDENTS

##### Illinois State Normal University

Dr. Bone presented the informal report for Illinois State Normal University and made the following requests:

1. Non-sabbatical leaves for the following people:

Mr. Thomas F. Edwards, Instructor in Physical Science (1960-61 school year)  
 Mr. Stanley E. Grupp, Instructor in Sociology (1960-61 school year)  
 Miss Margaret C. Schlaeger, Assistant Professor of English (1960-61 school year)  
 Dr. Robert S. Schmidt, Assistant Professor of Biological Science (1960-61 school year)

2. New positions as listed, effective in September, 1960:

Department of Art	1
Department of Biological Science	2
Department of Education and Psychology	3
Counselors	3
Department of English	4
Department of Foreign Languages	2
Department of Health & Physical Education for Women	1
The University Libraries	2
Department of Mathematics	1
Department of Music	2
Department of Social Science	2
Department of Speech	2

3. New position as Clerk-Typist II for the Library

4. Permission for five persons to drive a university automobile to Buffalo, New York, to attend the National Council of Teachers of Mathematics, April 20-23, 1960.

5. Permission for the Advisory Committee to act in the event the administration at Normal finds it advisable to obtain a digital computer from federal surplus.

Mr. Ropp moved approval of the informal report for Illinois State Normal University, as presented by President Bone. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

##### Eastern Illinois University

Dr. Doudna presented the informal report for Eastern Illinois University and made the following requests:

1. Permission to permit three staff members to drive a university automobile to Philadelphia for a convention of the American Personnel and Guidance Association, beginning April 10.
2. Permission to purchase a two-ton dump truck in the amount of \$3,358.54, from Rasmussen Chevrolet Co., Mattoon, lowest responsible bidder. (Payable from equipment funds budgeted for the purpose)
3. Permission to purchase a 1960 Ford Fairlane automobile in the amount of \$2,043.09, from Ferguson Motor Sales, Tuscola, lowest responsible bidder. (Payable from Equipment Funds)

Mr. Watson moved approval of the informal report for Eastern Illinois University as presented by President Doudna. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

#### Western Illinois University

Dr. Foreman presented the informal report for Western Illinois University and made the following requests:

1. Leaves of absence without salary for the following people:

Mr. A. Oren Gould, Assistant Professor and Supervising Teacher of Music, for 14 half days during the winter and spring quarters in order to enroll for a required course in the doctoral program at the University of Illinois.

2. Leave of absence for the academic year 1960-61, re-employment subject to the decision of the department head, for the following:

Mr. Kenneth W. Murphy, Instructor of Physics  
Miss Rhea Shields, Instructor in Home Economics  
Mr. William A. Watts, Instructor in Business Education

3. Sabbatical leaves for the following:

Dr. Kathleen J. Brophy, Department of Physical Education for Women, for winter and spring quarters 1960-61, full pay  
Mr. Don L. Crawford, Department of Audio-Visual Education, for academic year 1960-61, half pay  
Miss Nancy Neeley, Department of Home Economics, for the academic year 1960-61, half pay  
Mr. Wendell Swanson, Department of Industrial Arts, for academic year 1960-61, half pay  
Mr. Richard R. Abbot, Department of Health & Physical Education, for six months September 1960 through February 1961, full pay  
Miss Lucile Neu, Librarian, for five months, September 1, 1960 to February 1, 1961, at full pay  
Dr. Grace M. Sproull, Department of Foreign Languages, for spring quarter 1961, at full pay  
Dr. Kenneth H. Goode, Department of Chemistry, for academic year 1960-61, on half pay

4. Replacements as follows:

a. Mrs. Ruth Priddy, as Instructor in Department of English, for the last half of winter quarter at \$500 per month, or a total of \$750 for the six weeks.

- b. Mr. Richard Lee Hoffman, as Graduate Assistant, at \$100 per month, on a month-to-month basis pending appointment of a regular staff member in the Department of Chemistry
- c. Mr. Duane Henry Uken, as Graduate Assistant, in the Department of Physics, at \$150 per month for the spring quarter, 1960

5. Additions to substitute list as follows:

Mrs. Elizabeth Potter, B.S., University of Missouri  
Miss Edith Blyler, B.E., Pestalozzi-Froebel Teachers College

6. Permission for faculty to enroll in classes

- a. Mrs. Earlene Kimler McClure, Faculty Assistant in the Laboratory School (Mathematics), to enroll in Mathematics 500 during the second semester 1959-60

7. Permission to accept the low bid of Fred Medart Co., St. Louis, Missouri, in the amount of \$3,283.00, for three movable bleachers, telescopic, (wood and portable), 15 ft. sections with 10 tiers, including one set of jacks for moving. (Payable from General Revenue - Equipment)

8. Permission to accept the low bid of Morgan Implement Co., Macomb, in the amount of \$2,050.00, for one Ford tractor (standard) 641 series. (Payable from General Revenue - Equipment)

9. Permission to accept the low bid of Peoria Tent & Awning Co., Peoria, in the amount of \$2,283.05, for labor and materials for the installation of blinds for the Fine Arts Building. (Payable from General Revenue - Contractual Services)

10. Permission to accept the low bid of Howe Motor Sales, Macomb, in the amount of \$1,662.00, for one 1960 model Ford Pick-up Truck. (Payable from General Revenue - Equipment)

Mr. Dunbar moved approval of the informal report for Western Illinois University as presented by Dr. Foreman. Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Dr. Doudna reported that the city attorney of Charleston was asking for a formal agreement between the Teachers College Board and the City of Charleston in regard to the rehabilitation of 7th Street.

Mr. Hollingsworth moved that the Chairman, or Vice-Chairman in the absence of the Chairman, and Secretary of the Teachers College Board, be authorized to enter into a contract with the City of Charleston for paving of 7th Street and Hayes Street, and making a parking area off the side of the street, and that the Teachers College Board pay one-half of the cost of paving on that portion of the street that borders its property, and in addition thereto, pay the total cost of the parking lanes as it applies on its property, but in no case shall the proportionate share of the Teachers College Board exceed \$27,300.00. Mr. Watson seconded the motion, roll was called and the vote was as follows:



Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Walker	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Members discussed the matter of insurance on university automobiles and agreed that the Central Office should prepare a letter to send to the four institutions under this Board informing them of the liability of the school and that of the driver of the automobile.

Mr. Ropp, Chairman of the Policy Committee, read the following communication:

"In view of the fact that 1960 is an Olympic year, and since the Olympics occur once every four years, and since collegiate athletes may only qualify for Olympic consideration through post season competition, the athletic directors suggest that perhaps the Teachers College Board might wish to give consideration to the possibility of making an exception this year for any athlete who has the possibility of qualifying for the Olympic Team."

Mr. Heath moved that this communication be considered by the Policy Committee. Mrs. Madlener seconded the motion and it was unanimously carried.

There being nothing further to come before the Board at this time, Mr. Stipes declared the meeting adjourned until the next regularly scheduled meeting on March 21, 1960, at Illinois State Normal University, Normal, Illinois.

R. A. Stipes, Jr.  
Vice-Chairman

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD  
Illinois State Normal University  
Normal, Illinois

March 21, 1960

The regularly scheduled meeting of the Teachers College Board convened at 9:00 A.M., on Monday, March 21, 1960, in the Board Room, Administration Building, Illinois State Normal University. Mr. R. A. Stipes, Jr., Vice-Chairman, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr., Vice-Chairman	Mr. Morton H. Hollingsworth
Mr. Alexander Summers, Secretary	Mr. Clarence Ropp
Mr. Carl Dunbar	Mr. Chauncey B. Watson
Mr. Vernon L. Heath	Mr. George T. Wilkins

The following members were absent:

Mrs. Harriet Lowden Madlener	Mr. William E. Reed
Mr. Lewis M. Walker, Chairman	

Also present were the following:

Dr. Leslie A. Holmes, President  
Mr. Z. H. Dorland, Director of Business Services  
Northern Illinois University

Dr. Robert G. Bone, President  
Dr. Arthur Larsen, Vice-President  
Mr. Preston Ensign, Business Manager  
Illinois State Normal University

Dr. Quincy Doudna, President  
Eastern Illinois University

Dr. A. L. Knoblauch, President  
Dr. Earl Foreman, Provost  
Western Illinois University

Dr. Richard G. Browne, Executive Officer  
Mr. Richard F. Dunn, Legal Counsel  
Mr. Arthur Samoore, Supervising Accountant  
Teachers College Board - Central Office

Mr. William P. Froom, the Board's appointee; Mr. O. T. Banton, of the Lindsay-Schaub Newspapers, Decatur; and Mr. Richard Streckfuss, Bloomington Pantagraph, were present representing newspaper coverage of this meeting.

Mr. Stipes reported that Mr. Walker would be returning soon from his vacation in Arizona and would be at the next meeting.

Mr. Summers asked that the minutes of the meeting of February 15 be corrected to show the make of car purchased in Eastern's informal report, Item 3, a Ford Fairlane; in Western's informal report, Item 10, a Ford.

Mr. Summers moved that the minutes of the meeting of February 15, 1960, be approved as corrected. Mr. Ropp seconded the motion and it was unanimously carried.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 82, as Executive Officer, of the Teachers College Board, which consisted of two parts: Part I, Faculty Salaries; and Part II, Miscellaneous.

Mr. Watson moved that the Chairman and the Secretary of the Board be authorized to sign the contract for services in connection with the tennis courts at Illinois State Normal University, with Lankton, Ziegele, Terry & Associates, Architects, Peoria, Illinois. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Dr. Browne said the Commission of Higher Education has delegated much work to the Presidents which has become very burdensome. He said he was not objecting, that he wished to help the Commission but he did recognize the additional work load imposed.

#### INFORMAL REPORTS OF PRESIDENTS

##### Northern Illinois University

Dr. Holmes presented the informal report for Northern Illinois University and made the following requests:

1. Permission to transfer \$5,000 from Contingency to Refunds.
2. Permission to purchase one Spectrophotometer with photomultiplier combination for the Department of Chemistry, in the amount of \$3,063.00, from Sargent & Co., Chicago, one of three lowest responsible bidders, which award was determined by lot. (Payable from budgeted funds, Chemistry Department, Equipment, General Revenue.)
3. Permission to purchase one Offset Duplicator for Department of Industrial Arts, for \$3,036.00, from Flick Copies, Rockford, lowest responsible bidder. (Payable from budgeted funds, Industrial Arts, Equipment, General Revenue.)

Board members discussed the use of university-owned cars, particularly on long out-of-state trips, and the number of faculty attending conferences. There was some discussion as to whether or not the university should assist a faculty member in a research project. Dr. Browne and the Council of Presidents were asked to study this in the light of the Board's discussion.

Mr. Watson moved approval of the informal report for Northern Illinois University as presented by President Holmes. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

##### Illinois State Normal University

Dr. Bone presented the informal report for Illinois State Normal University and made the following requests:

1. Permission to accept the low bid of Meadow Gold Dairy, of Bloomington, Illinois, for ice cream requirements for the 1960-61 school year, in the amount of \$10,715.00. (Payable from Revenue Bond Funds.)

2. Permission to accept the bid of Rust Chevrolet Co., Bloomington, for one 1960 Corvair, in the amount of \$1,785.00, one of two lowest responsible bids, award determined by lot. (Payable from Equipment, General Revenue.)
3. Permission to accept the bid of Goodwin Bros., Minonk, for two 3/4 Ton Ford Pick-up Trucks, in the amount of \$3,189.10, lowest responsible bidder. (Payable from Equipment, General Revenue.)
4. Permission to hire personnel for the new residence hall, expected to be completed by the 1960 fall semester, as follows: three additional residence hall directors; two assistant directors; seven graduate counselors (bringing total graduate counselors to fifteen). (Payable from General Revenue and Revenue Bond funds.)

Mr. Heath moved approval of the informal report for Illinois State Normal University, as presented by President Bone. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### Eastern Illinois University

Dr. Doudna presented the informal report of Eastern Illinois University and made the following requests:

1. Permission to permit three members of the Geography Department to drive a university-owned automobile a distance of 850 miles, to Dallas, Texas, on April 16-24, to attend the national meeting of the Association of American Geographers.
2. Permission to transfer surpluses from Auxiliary Enterprises, Housing, to the 1957 Revenue Bond Project, Married Student Housing.
3. Permission to accept the bid of Mattoon Electric Supply Co., Mattoon, in the amount of \$6,921.38, lowest responsible bidder, for the annual lamp order. (Payable from Commodities, General Revenue.)
4. Permission to purchase one Wave Analyzer, at a cost of \$1,200.00, from General Radio Co., Oak Park, only source of supply for this equipment. (Payable from Equipment, General Revenue.)
5. Permission to purchase a 1960 Mercury station wagon in the amount of \$2,555.00, from F & S Motor Sales, Charleston, lowest responsible bidder. (Payable from General Revenue, Equipment.)

Mr. Summers moved approval of the informal report of Eastern Illinois University, as presented by President Doudna. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Dr. Doudna offered the following plan for a general program for a Bachelor of Science degree with a major in medical technology: "The student would attend Eastern Illinois University for three years, meet all the requirements for the



Bachelor of Science degree except his major, and the number of credits ordinarily taken in one year. He would then go to a school preparing medical technologists for one calendar year. At the close of that period Eastern would award the Bachelor of Science degree with a major in Medical Technology. Eastern would insist that the school be one accredited by the agency that accredits such institutions and if there was some doubt, Eastern would insist on approving the school itself. Briefly, Eastern would accept in transfer the credits earned in one calendar year at an approved school of medical technology as a major and would waive the senior residence requirements."

Dr. Browne stated that Mr. Reed, Chairman of the Graduate and Curriculum Committee, had telephoned his approval of this plan.

Mr. Heath moved that a plan for a general program for a Bachelor of Science degree with a major in medical technology, as outlined by President Doudna, be approved. Mr. Hollingsworth seconded the motion and it was unanimously carried.

#### Western Illinois University

Dr. Knoblauch presented the informal report for Western Illinois University and made the following requests:

1. Leave of absence without salary for Mr. Russell E. Carter, Instructor and Supervising Teacher of Art, reemployment subject to the recommendation of the department head.
2. Permission to employ Dr. Gordon D. Mock as Associate Professor of Mathematics during the 1960-61 academic year at a salary of \$900 per month. He will replace one of the two temporary staff members on the mathematics faculty.
3. Permission to permit three staff members to drive a university-owned automobile to Philadelphia, Pennsylvania, April 9-16, to attend the national convention of the American Personnel and Guidance Association.
4. Permission to permit the Department of Biological Sciences to use one automobile and one station wagon on a summer field trip during the period July 23 to August 19. The 2800 mile trip will include the flint hills of Kansas, the Ozark mountains, and the pine hill region of southern Illinois. The group will be billed four cents per mile per car and will pay all costs for gas and oil.
5. Permission to advertise for bids on a station wagon of the economy class (Lark, Rambler, Falcon or Corvair) as replacement for the 1958 Chevrolet station wagon assigned to the Security Department.
6. Permission to revamp the specifications and re-advertise for bids on the stage equipment for the Fine Arts Building, at an estimated cost of \$15,000, provided for in the budget of the Speech Department.
7. Permission to accept the bid of Marchant, of Quincy, for two ADX Figurematic calculators at \$1,530, and one SKA Deci-Magic Calculator at \$985, one of the lowest responsible bidders, award determined by lot. (Payable from General Revenue - Equipment.)
8. Permission to accept the bid in the amount of \$2,491.08, of Rural Equipment Co., Macomb, lowest responsible bidder, for annual institutional rental of farm implements for one year April 1, 1960 to April 1, 1961, including 1 Tractor-gasoline, comparable to IHC 340 (utility) with power steering; Tractor-diesel or gasoline, comparable to the IHC-460, with power steering; Corn Picker - 2 row mounted for the above diesel or gasoline tractor; Disk-harrow-wheel controlled, size to match above tractor; Mower - fast hitch, comparable to IHC-UF #28; Manure spreader-comparable to IHC #21, ground drive; Baler-comparable to IHC #46-PTO; Combine-comparable to IHC, 7 ft., #80, pull type; Side Delivery Rake-comparable to #15, semi-mounted; Grain Drill - 16 openers, 7" spacings with grass seeder attachment; Plow - 3 - 14" bottoms, mounted for

the above diesel or gasoline tractor. This is to include all hydraulic attachments and cylinders to operate all implements on the tractors and delivered, set up, and put into operation on the farm. (Payable from Contractual Services.)

Mr. Dunbar moved approval of the informal report for Western Illinois University, as presented by President Knoblauch. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### NEW BUSINESS

Mr. Dunn, Legal Counsel, presented a resolution and contract to be signed by the Teachers College Board and the City of Charleston, for paving, pursuant to an original resolution adopted by this Board on July 20, 1959.

Mr. Watson moved adoption of the resolution and approval of the contract, which are as follows:

#### R E S O L U T I O N

BE IT RESOLVED by the Teachers College Board of the State of Illinois in regular session assembled, that this Board enter into a certain contract for the paving of a portion of South Seventh Street and East Hayes Avenue and for certain adjacent parking areas in Charleston, Illinois, as provided under the terms of a certain contract relating thereto, a copy of which is hereto attached, all pursuant to an original resolution appearing in the minutes of this Board at a meeting on the 20th day of July, 1959.

BE IT FURTHER RESOLVED that the Chairman of this Board and the Secretary be and they are hereby authorized and directed to sign said contract in quadruplicate and attach thereto the corporate seal of this Board and to deliver two signed copies of said agreement to the City of Charleston, Illinois.

#### C O N T R A C T

WHEREAS, the roadway for vehicle travel on South Seventh Street in Charleston, Illinois, from a point One Hundred Forty (140) feet South of Johnson Street, thence South to the South side of Hayes Avenue and on Hayes Avenue, in said City, from South Seventh Street to Ninth Street, is in need of improving by the construction of a substantial pavement to a width of thirty-six (36) feet, and

WHEREAS, a part of the campus property of Eastern Illinois University at Charleston, Illinois, is fronting on and contiguous to said streets, and

WHEREAS, said Eastern Illinois University is under the jurisdiction of the Teachers College Board of the State of Illinois, and

WHEREAS, the said Board for and on behalf of said University desires that a paved surface for parking motor vehicles be provided along the West side of Seventh Street and along the South side of said Hayes Avenue, and

WHEREAS, the City of Charleston, Illinois, has funds available from motor fuel tax which it has or is about to receive from the State of Illinois, with which to pay a part of the cost of such a paving project, and

WHEREAS, the Teachers College Board aforesaid has funds available from funds appropriated to its use by the legislature of the State of Illinois to pay a part

of the cost of such a paving project, and

WHEREAS, the said Teachers College Board aforesaid also has funds available from said source to pay for the cost of providing a paved surface for parking motor vehicles along the West side of Seventh Street and along the South side of Hayes Avenue, and

WHEREAS, because of the fact that the City of Charleston is using motor fuel tax revenue to pay for its share of the cost of said paving project, it is requested by the Illinois Division of Highways that the City of Charleston and the Teachers College Board enter into a written contract providing for the payment of their respective shares of the cost of said paving project and said motor vehicle parking area;

NOW, THEREFORE, IT IS AGREED, by and between the City of Charleston, Illinois, hereinafter referred to as "City", party of the first part, and the Teachers College Board of the State of Illinois, hereinafter referred to as "Board", party of the second part, as follows to wit:

1. That the plans, specifications and estimates of cost for Charleston Section 27-CS as approved by the Department of Public Works and Buildings, on March 31, 1960, on file in the office of the City Clerk of Charleston and in the central office of the Bureau of Local Roads and Streets, Room 604, State Office Building, Springfield, Illinois, hereinafter referred to as the "Plans" are hereby incorporated into this agreement by reference.
2. City will take all appropriate action to cause South Seventh Street in Charleston, Illinois, from a point approximately One Hundred Forty (140) feet South of Johnson Avenue, thence South to the South line of Hayes Avenue, and Hayes Avenue, in said City, from South Seventh Street to Ninth Street, to be improved with a thirty-four (34) foot wide Gravel or Crushed Stone Base Course, 10" compacted thickness, and a Bituminous Concrete Surface, 3" compact thickness, together with Combination Concrete Curb and Gutters, of the type approved by the City, making a completed width of thirty-six (36) feet face to face of curbs, with this curb depressed along parking areas, to be constructed adjacent to the street improvement, which parking areas shall consist of a 18.5 foot wide Gravel or Crushed Stone Base Course, 6" compacted thickness, with a Bituminous Concrete Surface, 2" compacted thickness, together with a Bituminous Concrete Curb along the outside of the parking area making a completed width of seventeen (17) feet from back of depressed curb along the street improvement to the face of the Bituminous Concrete Curb, all in accordance with the Plans.
3. City will advertise for bids for said improvement and the construction contract will be awarded to the lowest responsible bidder, subject to the approval of the Division of Highways, State of Illinois.
4. The cost of construction of the aforesaid improvements shall be shared between the City and Board as follows:

Those items as set forth in the Plans as "estimate" for street work only as completed at the contract unit prices:

50% by City  
50% by Board

Those items as set forth in the Plans as 'estimate for parking area only' as completed at the contract unit prices:

100% by Board

providing the cost of such construction shall not exceed the estimates



of cost of such construction, as follows, to-wit: Street paving \$34,110.51, Paved surface parking area with wheel bumpers \$7,416.66, by more than five (5) percent of said estimates.

5. The Board agrees to make partial payments to the City during construction for their proportionate share of the cost of improvement based on the Engineer's Payment Estimates with the final payment to be made upon completion of the improvement and approval of the Engineer's Final Pay Estimate by the District Engineer, Division of Highways, Paris, Illinois.
6. The Board will furnish to the City for the construction of said parking area the necessary and proper easement, if any be needed over property owned by the Board, the description of which shall be in accordance with the Plans.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed in quadruplicate this 16th day of May, 1960, after being first duly authorized by appropriate resolution duly adopted by the City Council of the City of Charleston for City and by the Teachers College Board of the State of Illinois for Board.

CITY OF CHARLESTON

ATTEST:

By /s/ Joseph C. Snyder  
Mayor

/s/ Russell Lafferty  
City Clerk

THE TEACHERS COLLEGE BOARD OF  
THE STATE OF ILLINOIS

ATTEST:

By /s/ R. A. Stipes, Jr.  
Vice Chairman

/s/ Clarence R. Ropp  
Secretary

Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### REPORTS OF COMMITTEES

##### Building Committee

##### Northern Illinois University

Mr. Watson moved that the Teachers College Board approve the preliminary drawings as submitted by Gilbert A. Johnson, Architect-Engineer, Rockford, for the University Center, and instruct the architect to prepare final plans and specifications for Board consideration, with the understanding that the work performed is to be on a contingency basis. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Watson moved that the Teachers College Board approve the preliminary drawings as submitted by Schaeffer, Wilson & Evans, architects, Bloomington, for



proposed dormitory units, and to instruct the architect to prepare final plans and specifications for Board consideration, with the understanding that the work performed is to be on a contingency basis. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, moved that the Teachers College Board approve a project to lay sidewalks and provide blacktopped parking spaces, and curbing, in front of Neptune Hall East. If the Housing & Home Finance Agency of the federal government gives approval to the project, Northern is authorized to prepare plans, advertise for bids and present them at the next regularly scheduled Board meeting. Mr. Ropp seconded the motion and it was unanimously carried.

Mr. Summers moved approval of an addition to the contract of Graves & Graves, Chicago, in the amount of \$588.00 to provide freeze protection for fans, and \$325.00 to provide and install a modulating motor for a boiler in the Women's Residence Hall Group. (Payable from Construction Funds, Series '57.) Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved that in accordance with the recommendation of the architect, Schaeffer, Wilson & Evans, Bloomington, the retainage on the contract of Graves & Graves, Chicago, on the Women's Residence Hall Group, be reduced from \$28,967.00 to \$10,000.00. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved approval of the purchase of 54 Howell Mfg. Co., side chairs for the Library in Central Neptune, Women's Residence Hall Group, from Karoll's, Chicago, in the amount of \$915.30, lowest responsible bidder. (Payable from Equipment Funds, Series '57.) Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved approval of purchases from the lowest responsible bidders, as follows:

80 Table Lamps, Morton Furniture, Inc., Chicago	\$1,519.20
80 Table Lamps, Morton Furniture, Inc., Chicago	1,531.20
80 Desk Lamps, A. C. McClurg & Co., Chicago	540.00
Draperies, Art Drapery Studios, Chicago	3,966.00
320 Thonet Dinette Chairs, Karoll's, Chicago	2,937.60
80 Dinette Tables, Karoll's, Chicago	4,884.00
80 Lounge Chairs, Karoll's, Chicago	3,556.00
160 Pull-up Chairs, Karoll's, Chicago	4,596.80
80 End Tables, Karoll's, Chicago	1,712.00
20 Wheel-A-Beds, Sears, Roebuck & Co., Chicago	620.00
40 Fold-A-Beds, Ralph Williams Furniture Co., Chicago	1,104.00
80 Spacemaker Viceroy Beds, American White Goods Co., Kansas City, Missouri	19,969.60
80 apartment size and 4 parcel post boxes for central mailbox system, Corbin Wood Products, New Britain, Conn.	1,978.00

(Payable from Construction Funds, Series '59, Married Student Housing)

Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins		Aye

The motion was unanimously carried.

#### Illinois State Normal University

Mr. Summers moved approval of the plans and specifications for eight tennis courts, as submitted by Lankton, Ziegele, Terry & Associates, of Peoria, and authorized the architect to advertise for bids to be presented at the regular April meeting. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins		Aye

The motion was unanimously carried.

Mr. Ropp moved that Mr. Richard F. Dunn, Legal Counsel for the Board, negotiate for approximately 293 acres of land, formerly known as the Bob Davis farm, located near the campus of Illinois State Normal University. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins		Aye

The motion was unanimously carried.

Mr. Summers moved approval of plans and specifications, as submitted by Brown, Manthei, Davis & Mullins, Champaign, and authorize them to advertise for bids for the following projects:

Remodeling work for the Women's Shower Room in McCormick Gym  
A new rest room in Cook Hall  
Ash Removal Equipment in the Heating Plant

(Payable from Rehabilitation Funds.)

The motion was seconded by Mr. Heath and unanimously carried.

Mr. Summers moved acceptance of the low bid of E & I Co-op Service, Inc., of Garden City, New York, in the amount of \$34,857.10, for lounge furniture for the ten-story dormitory. (Payable from Construction Funds, Series '59.) Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved acceptance of the low bid of Kingston & Sons, Bloomington, in the amount of \$3,856.00, for repairs to the roofs and guttering of buildings on the campus, subject to the release of rehabilitation funds by Governor Stratton. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved acceptance of the low bid of Graybar Electric, Peoria, in the amount of \$2,189.68, for light fixtures for Milner Library, subject to the release of rehabilitation funds by Governor Stratton. Mr. Summers further moved consideration of alternates at a lower bid which may be accepted if samples prove equal to specifications. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

#### Western Illinois University

Mr. Summers moved that approval be given to Western's request to explore the possibility of building another dormitory, and to conduct such a study in conjunction with John Shields, Fiscal Adviser to the Board. Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Dunbar moved the acceptance of the following low responsible bids and that contracts be awarded for boiler equipment as follows:

Boilers and stokers, E. Keeler Co., 53 West Jackson, Chicago 4, Illinois, in the amount of \$189,000, plus alternates in the amount of \$13,850, total contract \$202,850.00;

Mechanical work, Ideal Heating Co., 340 West 110th Place, Chicago 28, Illinois, in the amount of \$136,666, plus alternates in the amount of \$13,600, total contract of \$150,266;

Electrical work, Superior Electric Co., 1040 East Pearl Street, Decatur, Illinois, in the amount of \$18,580, plus alternate of \$690, for a total contract of \$19,270.00;

and the approval of architect's fees for Brown, Manthei, Davis and Mullins, in the amount of \$22,343.16, all awards being subject to the release of the sum of \$400,000 from Senate Bill 983 by Governor Stratton. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Walker	Absent
Mr. Reed	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Watson expressed appreciation for the efforts of all those making it possible for Northern to have the new Student Union and the new dormitory unit.

Mr. Stipes introduced Mr. Streckfuss, who was editor of the Vidette, in 1956.

There being no further business to come before the Board at this time, Mr. Stipes declared the meeting adjourned until the next regularly scheduled meeting on April 25, 1960, at Northern Illinois University, DeKalb, Illinois.

R. A. Stipes, Jr.,  
Vice-Chairman

Alexander Summers  
Secretary





MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD  
Onarga, Illinois

April 2, 1960

A special meeting of the Teachers College Board convened at 3:00 P.M., Saturday, April 2, 1960, in the Presbyterian Church Building, Onarga, Illinois. Vice-Chairman R. A. Stipes, Jr., presided.

The following members were present:

Mr. R. A. Stipes, Vice-Chairman	Mr. M. H. Hollingsworth
Mr. Alexander Summers, Secretary	Mr. William E. Reed
Mr. Carl Dunbar	Mr. Clarence R. Ropp
Mr. Vernon L. Heath	Mr. C. B. Watson, Sr.

The following members were absent:

Mrs. Harriet Lowden Madlener	Mr. George T. Wilkins
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Also present were the following:

Dr. Richard G. Browne, Executive Officer  
Mr. Richard F. Dunn, Legal Counsel  
Mr. Arthur Samooore, Supervising Accountant  
Teachers College Board - Central Office

A waiver of notice dispensing with the requirement of notice for the meeting was signed by all Board members present. The purpose of the meeting was to select a chairman to succeed to that office made vacant by the death of Lewis M. Walker.

Mr. Dunn presented the following resolution:

RESOLUTION

WHEREAS Lewis M. Walker, Chairman of this Teachers College Board of the State of Illinois, has departed this life, and

WHEREAS the provisions of the by-laws of the Teachers College Board are not clear in their present form with reference to whether or not the Vice-Chairman of the Board shall perform the duties of the Chairman until such time as a new Chairman is named,

NOW, THEREFORE, BE IT RESOLVED by the Teachers College Board of the State of Illinois that the duties assigned to the Chairman of this Board shall be performed by the Vice-Chairman of the Board until the Board elect a permanent chairman.

Mr. Summers moved, and Mr. Ropp seconded, a motion that the above Resolution be adopted. The motion was unanimously carried.

There being no further business the meeting adjourned at 3:30 P.M.

R. A. Stipes, Jr.  
Vice-Chairman

Alexander Summers  
Secretary

Report of  
EASTERN ILLINOIS UNIVERSITY

April 25, 1960

I. STUDENTS

A. Spring Quarter, 1960, Enrollment

			Total One
1. University - On Campus	Men	Women	Year Ago
a. Full-time Students			
Freshmen	511	341	852
Sophomores	334	216	550
Juniors	249	126	375
Seniors	270	143	413
Unclassified	19	11	30
Graduates	21	2	23
Total	1404	839	2243
b. Part-time Students			
Graduates	46	28	74
Undergraduates	18	61	79
Total	64	89	153
Total on Campus			
Individuals	1468	928	2396
Full-time Equivalent			2296
2. University - Off Campus			
	Undergraduate	Graduate	
	Men	Women	Total
Education E465 - Carmi	8	22	7
Education E465 - Broadland	0	7	3
Education E552 - Sullivan	1	0	9
Geography E301 - Effingham	7	42	0
Health Education E330 - Decatur	16	0	0
Physical Education E352 - Olney	2	11	0
Chemistry - T.V.	1	1	1
Physics - T.V.	2	1	0
Total	37	84	20
Total University Enrollment			
Individuals	1525	1032	2557
Full-time Equivalent			2336
			Total One
			Year Ago
			2370
			2174

B. Scholarship Report for the Year 1959-60

	<u>Fall*</u>	<u>Winter</u>	<u>Spring</u>	<u>Total</u>
1. Teacher Education				
Residence	960	956	891	2807
Extension	<u>7</u>	<u>6</u>	<u>7</u>	<u>20</u>
Total	967	962	898	2827
2. General Assembly				
Residence	15	15	15	45
3. Military				
Residence	107	115	114	336
Extension	<u>32</u>	<u>39</u>	<u>27</u>	<u>98</u>
Total	139	154	141	434
Grand Total	1121	1131	1054	3306

\* corrected report

## II. FACULTY

### A. Staff Changes for 1959-60

1. Add Mrs. Edith L. Alter, M.S. in Ed., as Substitute Instructor of English at a salary of \$620.00 per month for three months of the spring quarter, beginning March 1, 1960, substituting for Dr. Gladys Ekeberg, on sabbatical leave.
2. Add Joseph C. Snyder, B.S. in Ed., as Assistant in Public Relations at a salary of \$500.00 per month from January 25, 1960, through August 31, 1960. (Position approved January 11, 1960.)
3. Add Gwenyth Vaughn, Ph.D., as Substitute Assistant Professor of Speech at a salary of \$840.00 per month for four and one-half months beginning January 25, 1960, substituting for Dr. Wayne Thurman, on sabbatical leave.
4. Add Harold F. Marker, M.S., as Instructor of Mathematics at a salary of \$200.00 per month for one-third time duty for the three months of the spring quarter, beginning March 1, 1960.
5. Add Marie G. Fowler, M.S., as Instructor of Home Economics at a salary of \$200.00 per month for one-third time duty for the three months of the spring quarter, beginning March 1, 1960.
6. Add Priscilla Perry, M.S., as Substitute Instructor of Botany at a salary of \$600.00 per month for three months beginning March 1, 1960, substituting for Dr. Ernest L. Stover, who is ill.
7. Esther D. Ross, M.S. in Ed., Substitute Instructor of Business, increased from three-fourths time duty to full-time duty for the spring quarter at a salary of \$560.00 per month.
8. Add Catharine T. Smith, M.A., as Instructor of Zoology at a salary of \$180.00 per month for one-third time duty for three months beginning March 1, 1960.
9. We added certain administrative and clerical duties, in connection with the summer Institute in Science, to the teaching duties for which Mrs. Sarah Kiang was employed as a part-time substitute for Dr. Weldon Baker, Director of the Institute. These duties began on January 1 and her salary was adjusted upward by \$125.00 per month beginning with that date. At the end of the winter quarter her teaching responsibilities ended so her salary became \$125.00 per month as of March 1, 1960. There is no net cost to our budget because we are reimbursed by the National Science Foundation for money spent for the Institute.

### B. Retirements

1. Hans C. Olsen, Professor of Education and Director of Extension, will retire as of September 1, 1960. Dr. Olsen has served on the faculty at Eastern since 1938.

### C. Resignations

1. Clarence Kincaid, Assistant Professor of Art, resigns effective June 7, 1960.
2. Joel Goldfarb, Assistant Professor of Social Science, resigns effective September 1, 1960.



D. Not on Tenure and Not Re-Appointed

1. David McCormick, M.P.A., Assistant Professor of Social Science
2. Audrey W. Collins, M.A., Instructor of Library

E. Leaves of Absence

1. For Summer, 1960

- a. Robert C. Wiseman, Assistant in Audio-Visual Center, leave of absence without salary from June 15, 1960, through August 31, 1960.
- b. Donald A. Kluge, Assistant Dean of Students and Dean of Men, leave of absence without salary from June 8, 1960, through August 21, 1960.

2. Sabbatical Leaves for 1960-61

- a. Kenneth E. Damann, Professor of Botany, full salary for the second half of the academic year.
- b. Arthur U. Edwards, Professor of Education, full salary for the second half of the academic year.
- c. Clifford L. Fagan, Associate Professor of Business, full salary for the first half of the academic year.
- d. Melvin O. Foreman, Professor of Chemistry, full salary for the spring quarter.
- e. Kevin Guinagh, Professor and Head of the Department of Foreign Language, full salary for the fall quarter.
- f. Virginia W. Hyett, Assistant Professor of Art, full salary for the first half of the academic year.
- g. Francis W. Palmer, Professor of English, one-half salary for the academic year.
- h. Florence E. Reid, Assistant Professor and Supervisory Teacher of the Fifth Grade, full salary for the first half of the academic year.
- i. J. Glenn Ross, Professor and Head of the Department of Speech, full salary for the first half of the academic year.

3. Leaves of Absence Without Salary

- a. Gertrude Hendrix, Assistant Professor and Coordinator of Student Teaching in Mathematics, continued leave without salary for two additional years, through August 31, 1962. (Approved on January 19, 1959.)
- b. Bryan Heise, Professor of Education, continued leave without salary through August 31, 1961. (Approved on April 20, 1959.)
- c. James M. Thompson, Professor of Business, two-year terminal leave without salary through August 31, 1962.
- d. William B. Barrett, Instructor of Business, leave without salary for the academic year.
- e. Mary I. Francis, leave without salary for the academic year, with the understanding that she will be re-appointed for the year 1961-

62, if an appropriate position is available and she is recommended for the post by her immediate administrative supervisor.

#### F. Returned from Leave

The following persons are expected to return to duty after leaves of absence during the 1959-60 year:

1. Marise Daves, Instructor of Physical Education for Women
2. Julia Denham, Assistant Professor of Physical Education for Women
3. Gladys W. Ekeberg, Professor of English
4. E. Chenault Kelly, Assistant Professor of English
5. Donald A. Kluge, Instructor and Dean of Men
6. Wayne L. Thurman, Associate Professor of Speech
7. Lynn Trank, Assistant Professor of Art
8. Lorene Ziegler, Assistant Professor and Supervisory Teacher of the Sixth Grade

#### G. Substitutes

1. David T. Baird, M.S., continue as Substitute Instructor and Acting Dean of Men, at a salary of \$680.00 per month from June 8, 1960, through August 20, 1960, substituting for Donald Kluge, on leave.
2. Helen VanDeventer, M.S. in Ed., as Substitute Instructor of Foreign Language for one-half time duty for three months during the fall quarter at the salary rate of \$600.00 per month, substituting for Dr. Kevin Guinagh, on sabbatical leave.
3. Elizabeth Bennett, B.A., as Substitute Faculty Assistant and Instructor of Foreign Language, for one-third time duty for three months during the fall quarter at the salary rate of \$500.00 per month, substituting for Dr. Kevin Guinagh, on sabbatical leave.
4. Charles Pettypool, M.A., continue as Substitute Assistant Professor and Coordinator of Student Teaching in Mathematics at a salary of \$780.00 per month for nine and one-third months, beginning August 25, 1960, substituting for Gertrude Hendrix, on leave. (Salary for one-third duty in August at old rate of \$720.00 per month.)
5. Bette L. Johnson, B.S. in Ed., as Substitute Faculty Assistant and Supervisory Teacher of the Fifth Grade at a salary of \$560.00 per month for three and two-thirds months beginning September 6, 1960, substituting for Miss Florence Reid, on sabbatical leave.
6. Sarah Kiang, M.S., as Substitute Assistant Professor of Chemistry, at a salary of \$720.00 per month for three months of the spring quarter, 1961, substituting for Dr. Melvin Foreman, on sabbatical leave.
7. Joann Kindt, M.F.A., as Substitute Instructor of Art at a salary of \$700.00 per month for the first half of the academic year, 1960-61, substituting for Mrs. Virginia W. Hyett, on sabbatical leave.

#### H. Replacements

1. Martin Schaefer, Ph.D., Assistant Professor and Assistant Director of the Laboratory School, as Assistant Professor and Director of Extension at a salary of \$10,800.00 for twelve months beginning July 1, 1960, replacing Dr. Hans Olsen, retired.
2. Wesley C. Whiteside, B.A., Augustana College, 1951; M.S., University of Illinois, 1956; Ph.D., Florida State University, 1959; as Assistant Professor of Botany at a salary of \$700.00 per month for nine months, beginning September 6, 1960, replacing Dr. Ernest L. Stover, retired. (Dr. Hiram Thut will serve as department head for a two-year term.)

The following positions are vacant positions we expect to fill:

3. Art (for Kincaid)
4. Assistant Director of Laboratory School (for Schaefer)
5. Biological Coordinator of Student Teaching (for Marks)
6. Home Economics Department Head (for Irland)
7. Library (for Allen)
8. Library (for Collins)
9. Music (for Allard)
10. Ninth Grade - Laboratory School (for E. Kniskern)
11. Social Science (for Goldfarb)
12. Social Science (for McCormick)

I. New Positions

1. Donald J. Cockerill, B.A., State University of Iowa, 1956; M.A., 1957; as Instructor of English at a salary of \$580.00 per month for nine months beginning September 6, 1960.
2. Permission is requested to employ Mr. David T. Baird, M.A., as Instructor and Director of High School Relations to serve under the Director of Regional Services, at a salary of \$720.00 per month, beginning September 1, 1960. His duties in the main would be to visit high schools and talk with principals, guidance directors and good students about Eastern. This work has been done on a part-time basis by another administrative officer and cannot longer be carried on adequately as a part-time assignment.

The following positions, provided for in the biennial budget, are ones we expect to fill:

3. English
4. Education (elementary)
5. Social Science (sociology)
6. Social Science (history)
7. Philosophy

J. Promotions for 1960-61

1. In Rank, as of July 1, 1960

a. To Professor

- (1) Clifford L. Fagan, Ph.D., Business
- (2) Sidney R. Steele, Ph.D., Chemistry
- (3) George S. Westcott, Ph.D., Music
- (4) Garland T. Riegel, Ph.D., Zoology
- (5) Irvin L. Sparks, Ph.D., Physics
- (6) Maynard O'Brien, Ed.D., Physical Education for Men

b. To Associate Professor

- (1) D. Ferrel Atkins, Ph.D., Mathematics
- (2) Louise Murray, Ph.D., Laboratory School
- (3) Louis M. Grado, Ph.D., Education
- (4) Charlotte Lambert, Ph.D., Physical Education for Women
- (5) Martin M. Miess, Ph.D., Foreign Language
- (6) Roland Leipholz, Ed.D., Art

c. To Assistant Professor

- (1) Virginia Tate, M.Ed., Laboratory School
- (2) Joseph Connelly, M.E., Laboratory School
- (3) M. Marise Daves, M.A., Physical Education for Women

- (4) Rex Ray, M.S., Teacher Education
- (5) Charles Pettypool, M.S., Teacher Education (Substitute)

## 2. To Block A

I recommend that the persons whose names are listed below be promoted to Block A in their respective ranks. Because of the length of this list I am not writing the usual paragraph about each but can comment orally, if requested. After recommendation from the department heads, due consideration by the Dean of the Faculty and the Personnel Committee, I concluded that these people all met the criteria set forth by the board policies. Several others are at the ceilings in their respective categories, but, while some of them came very close to qualifying or might ordinarily have qualified, limitations of the quota prevented their being advanced this year.

- a. Earl S. Dickerson, Professor of Business
- b. Glenn H. Seymour, Professor and Head, Department of Social Science
- c. Harold M. Cavins, Professor and Head, Department of Health Education
- d. Arthur U. Edwards, Professor of Education
- e. William G. Wood, Professor of Social Science
- f. Russell H. Landis, Professor of Industrial Arts
- g. E. Elizabeth Michael, Professor of Foreign Language
- h. Donald Rothschild, Professor of Education
- i. Lester VanDeventer, Associate Professor of Mathematics
- j. Robert C. Waddell, Associate Professor of Physics
- k. P. Scott Smith, Associate Professor of Physics
- l. James F. Giffin, Associate Professor and Head of the Department of Business
- m. Arnold J. Hoffman, Assistant Professor and Coordinator of Student Teaching in Physical Science

## 3. To Department Head, as of June 1, 1960

- a. Hiram F. Thut, Ph.D., Professor of Botany (for a two-year period)

## K. Change in Title

- 1. Your attention is called to the fact that we have listed as Director of Regional Services the man whose title was formerly Director of Public Relations and Alumni Services. We request approval of this change in title. It more nearly represents the duties discharged by the person holding this post.

## L. Summer School Staff, 1960

The following staff is presented for the 1960 summer school program.

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>June Salary</u>	<u>July Salary</u>	<u>August Salary</u>
Alter, Donald R.	PhD	Social Science	\$1080	\$1080	\$ ---
Aulabaugh, Alan	PhD	Music	760	760	760
Baker, Weldon N.	PhD	Chemistry	920	920	---
Bally, Winifred	MA	Teacher Ed.	---	---	273.33 (1/3)
Barrett, William	MBA	Business	720	720	---
Bauer, Norman J.	MA	Lab. School	680	680	---
Bealer, James	MS	Residence Hall	reg.con.	500	500
Bielenberg, John	MA	Speech	500	500	---
Blair, Robert	PhD	English	346.66 (1/3)	346.67 (1/3)	---
Bouknight, Fred	EdD	Lab. School	780	780	---
Boyd, Earl W.	PhD	Music	1000	1000	---
Brooks, Elmer	PhD	English	800	800	600 (3/4)
Buck, Steven	MA	Speech	680	680	---



<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>June Salary</u>	<u>July Salary</u>	<u>August Salary</u>
Cambridge, Richard	PhD	Business	\$ 720	\$ 720	\$ ---
Carey, Joseph	MEd	Lab. School	680	680	---
Carey, Robert	PED	P.E. - Men	940	940	705 (3/4)
Connelly, Joseph	MEd	Lab. School	740	740	---
Cox, Velma V.	MEd	Lab. School	820	820	---
Craig, Francis	MS	Lab. School	700	700	---
Culbert, Mary R.	MS	Residence Hall	500	500	---
Damann, Kenneth	PhD	Botany	1040	1040	---
Davis, David	PhD	Mathematics	1000	1000	---
DiPietro, Alphonso	PhD	Mathematics	840	840	630 (3/4)
Drew, Martha	MS	Business	660	660	---
Durham, Leonard	PhD	Zoology	800	800	800
Edwards, Arthur	PhD	Education	1080	1080	---
Elliott, Aline	MS	P.E. - Women	840	840	840
Elliott, Charles	Edd	Industrial Arts	980	980	735 (3/4)
Elmore, Walter	MS	P.E. - Men	760	760	633.33 (5/6)
Fagan, Clifford	PhD	Business	980	980	735 (3/4)
Ferguson, Max	PhD	Zoology	980	980	980
Ferrer, Olga	PhD	Foreign Language	740	740	555 (3/4)
Fife, Barbara	MS	Lab. School	660	660	---
Foreman, Melvin	PhD	Chemistry	1060	1060	1060
Fowler, Ewell	Edd	Industrial Arts	960	960	720 (3/4)
Gabbard, E. G.	PhD	Speech	920	920	---
Garner, Curtis	Edd	Education	820	820	---
Goldfarb, Joel	PhD	Social Science	720	720	---
Grado, Louis	PhD	Education	800	800	---
Green, Carl	Edd	Education	820	820	615 (3/4)
Green, Marguerite	MPH	Health Education	620	620	---
Groves, William	PhD	P.E. - Men	860	860	645 (3/4)
Hartmann, Leah	MS	Residence Halls	Reg.Contract	420 (3½wk)	---
Hicklin, Charles	PhD	Education	700	700	---
Hill, Patricia	MS	P.E. - Women	660	660	---
Hodapp, John	PED	P.E. - Men	740	740	555 (3/4)
Hoffman, Arnold	MS	Chemistry	880	880	293.33 (1/3)
Hopkins, Jon	MA	Speech	780	780	585 (3/4)
Hunter, Jessie	MA	Business	860	860	---
Hyett, Virginia	MA	Art	760	760	---
Indieke, Leroy	MA	Business	660	660	495 (3/4)
Jellison, Richard	PhD	Social Science	780	780	585 (3/4)
Jones, Ronald	PhD	Education	880	880	---
Kelly, Chenault	Edd	English	840	840	---
Kiang, Ying-Cheng	PhD	Geography	760	760	---
Kilpatrick, Julia	MS	Home Economics	820	820	---
Kline, Judd	PhD	English	980	980	735 (3/4)
Kniskern, Verne	PhD	Zoology	980	980	---
Knoop, Cary I.	MFA	Art	700	700	233.33 (1/3)
Lahey, Jane	MS	Teacher Ed.	---	---	233.33 (1/3)
Lambert, Charlotte	PhD	P.E. - Women	780	780	---
Landis, Russell	Edd	Industrial Arts	1080	1080	---
Lanning, Frank	Edd	Lab. School	760	760	---
Leeds, Lottie	MS	Lab. School	760	760	---
Leipholz, Roland	PhD	Art	760	760	570 (3/4)
Looby, Arthur	Edd	Education	740	740	555 (3/4)

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>June Salary</u>	<u>July Salary</u>	<u>August Salary</u>
Marcy, Lawson	PhD	Chemistry	\$ ---	\$ ---	\$1040
Marks, Ica	MS	Botany	780	780	---
Martin, Elwyn	PhD	Geography	820	820	820
Mather, Merrilie	PhD	English	---	---	645 (3/4)
Matzner, Gerhard	PhD	Education	900	900	---
McConkey, Glenn	PhD	Social Science	880	880	660 (3/4)
McDonald, Walter	PhD	Geography	---	410 ( $\frac{1}{2}$ )	820
McKenna, F. R.	EdD	Education	940	940	---
Moler, Donald L.	PhD	Education	940	940	---
Nielsen, Erma	MS	Lab. School	680	680	---
Noorman, Jantina	MS	Lab. School	680	680	---
O'Brien, Maynard	EdD	P.E. - Men	960	960	---
Olsen, Hans C.	PhD	Education	1080	1080	1080
Palmer, Francis	PhD	English	960	960	---
Pence, J. Robert	MME	Music	780	780	---
Peterka, Harry	PhD	Zoology	1060	1060	---
Pettypool, Charles	MS	Mathematics	---	720	600 (5/6)
Plath, Raymond	PhD	Social Science	1060	1060	---
Poos, Roberta	AM	Speech	880	880	293.33 (1/3)
Prybylowski, Florence	MA	P.E. - Women	820	820	---
Rawls, Hugh C.	PhD	Zoology	800	800	---
Ray, Rex	MS	Teacher Ed.	---	---	240 (1/3)
Reid, Billy G.	MBA	Business	620	620	---
Reid, Florence	MA	Lab. School	840	840	---
Riebe, Harland	EdD	Health Ed.	940	940	---
Riegel, Garland	PhD	Zoology	980	980	980
Robertson, James	EdD	Music	---	570 (3/4)	253.33 (1/3)
Rothschild, Donald	PhD	Education	1080	1080	---
Saunders, Nannilee	AM	Lab. School	920	920	---
Schmalhausen, Ruth	EdD	Home Ec.	1040	1040	---
Smith, Catherine	DMus	Music	840	840	---
Smith, P. Scott	PhD	Physics	980	980	980
Smith, Robert	PhD	Chemistry	960	960	---
Smith, Virginia	MS	Residence Hall	Reg.Con.	---	520
Sonderman, Robert	EdD	Industrial Arts	800	800	---
Sparks, Irvin L.	PhD	Physics	980	980	980
Stackhouse, Henry	PhD	Education	820	820	---
Steele, Sidney R.	PhD	Chemistry	980	980	---
Steinmetz, M. Lee	PhD	English	740	740	---
Sterling, Robert	MS	Teacher Ed.	---	---	233.33 (1/3)
Thurman, Wayne	PhD	Speech	920	920	---
Thut, Hiram F.	PhD	Botany	1080	Reg.Con.	---
Tingley, Donald	PhD	Social Science	860	860	---
VanDeventer, L.R.	EdD	Mathematics	980	980	---
Waddell, Robert	PhD	Physics	980	980	---
Weiss, Robert	MS	Lab. School	680	680	---
Westcott, George	PhD	Music	980	980	---
Wharton, Robert	PhD	English	780	780	585 (3/4)
Wood, William G.	PhD	Social Science	1080	1080	---
	PhD	Botany	380 ( $\frac{1}{2}$ )	380 ( $\frac{1}{2}$ )	---
	PhD	Social Science	760	760	---

M. Instructional Staff, 1960-61

The following persons are recommended for employment for the year 1960-61 for nine months unless indicated otherwise: (Persons and positions listed previously under Replacements and New Positions are included in this tabulation.) (\* - Department Head)

PROFESSORS

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>Mo.Sal.</u> <u>59-60</u>	<u>Mo.Sal.</u> <u>60-61*</u>
Coleman, Charles H.	PhD	Social Science	\$1200	\$1300
Reinhardt, Emma	PhD	Education*	1180 (11)	1280 (11)
McAfee, Florence	EdD	P.E.-Women*	1180 (11)	1280 (11)
Klehm, Walter A.	EdD	Industrial Arts*	1160 (11)	1260 (11)
Scruggs, Walter M.	PhD	Zoology*	1160 (11)	1260 (11)
Guinagh, Kevin	PhD	Foreign Lang.*	1160 (11)	1260 (11) (SL)
Phipps, Harris E.	PhD	Chemistry*	1160 (11)	1260 (11)
Lefler, Glenn Q.	PhD	Physics*	1140 (11)	1240 (11)
Ringenberg, L. A.	PhD	Mathematics*	1140 (11)	1240 (11)
Dvorak, Leo J.	PhD	Music*	1140 (11)	1200 (11)
Seymour, Glenn H.	PhD	Social Science*	1080 (11)	1180 (11)
Cavins, Harold M.	EdD	Health Ed.*	1080 (11)	1180 (11)
Alter, Donald R.	PhD	Social Science	1080	1180
Dickerson, Earl S.	EdD	Business	1080	1180
Edwards, Arthur U.	PhD	Education	1080	1180 (SL)
Landis, Russell H.	DEd	Industrial Arts	1080	1180
Michael, Elizabeth	PhD	Foreign Lang.	1080	1180
Rothschild, Donald	PhD	Education	1080	1180
Wood, William G.	PhD	Social Science	1080	1180
Foreman, Melvin O.	PhD	Chemistry	1060	1160 (SL)
Peterka, Harry	PhD	Zoology	1060	1140
Plath, Raymond	PhD	Social Science	1060	1140
Marcy, Lawson F.	PhD	Chemistry	1040	1120
Ross, J. Glenn	PhD	Speech*	1080 (11)	1080 (11) (SL)
Thut, Hiram F.	PhD	Botany*	1080	1080 (11)
Waffle, Eugene M.	PhD	English*	1080 (11)	1080 (11)
Countryman, Calvin	DEd	Art*	1000 (11)	1080 (11)
Schmalhausen, Ruth	EdD	Home Economics	1040	1080
Ekeberg, Gladys W.	PhD	English	1040	1080
Blair, Robert L.	PhD	English	1040	1080
Damann, Kenneth E.	PhD	Botany	1040	1080 (SL)
Cline, Ruth H.	PhD	English	1000	1080
Davis, David J.	PhD	Mathematics	1000	1080
Boyd, Earl W.	PhD	Music	1000	1080
Steele, Sidney R.	PhD	Chemistry	980	1080
Riegel, Garland T.	PhD	Zoology	980	1080
Heise, Bryan	PhD	Education	(1060) (L)	(1060) (L)
Fagan, Clifford L.	PhD	Business	980	1060 (SL)
Elliott, Charles	DEd	Industrial Arts	980	1060
Westcott, George S.	PhD	Music	980	1060
Sparks, Irvin L.	PhD	Physics	980	1060
Fowler, Ewell W.	DEd	Industrial Arts	960	1060
O'Brien, Maynard	DEd	P.E.-Men	960	1060
Thompson, James M.	EdD	Business	(1040) (L)	(1040) (L)
Price, Dalias A.	PhD	Geography*	940 (11)	1000 (11)
Palmer, Francis W.	PhD	English	960	1000 (SL)
(Irland - Rep.)	PhD	Home Economics*	980 (11)	980 (11)
Matzner, Gerhard	PhD	Education	900	960

\*Change in Salary effective September 1, 1960

ASSOCIATE PROFESSORS

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>Mo.Sal.</u> <u>59-60</u>	<u>Mo.Sal.</u> <u>60-61</u>
Giffin, James F.	PhD	Business*	\$ 960 (11)	\$1060 (11)
VanDeventer, L. R.	EdD	Mathematics	980	1060
Waddell, Robert C.	PhD	Physics	980	1060
Smith, P. Scott	PhD	Physics	980	1060
Kline, Judd	PhD	English	980	980
Ferguson, Max B.	PhD	Zoology	980	980
Kniskern, Verne B.	PhD	Zoology	980	980
Smith, Robert J.	PhD	Chemistry	960	980
McKenna, F. R.	EdD	Education	940	980
Riebe, Harland A.	EdD	Health Education	940	980
Moler, Donald L.	PhD	Education	940	980
Carey, Robert A.	DPE	P.E. - Men	940	980
Baker, Weldon N.	PhD	Chemistry	920	980
Gabbard, E. G.	PhD	Speech	920	980
Thurman, Wayne L.	PhD	Speech	920	980
Perry, Ralph	PhD	Foreign Language	900	980
Shull, Carl E.	PhD	Art	900	980
Groves, William H.	PhD	P.E. - Men	860	960
McConkey, Glenn	PhD	Social Science	880	940
Hart, Dorothy M.	PhD	P.E. - Women	860	940
Rommel, George W.	PhD	English	860	940
Tingley, Donald F.	PhD	Social Science	860	940
Syndergaard, P. Rex	PhD	Social Science	840	940
Smith, Catherine A.	DMus	Music	840	940
Atkins, D. Ferrel	PhD	Mathematics	880	940
Martin, Elwyn L.	PhD	Geography	820	920
Mather, Merrilie	PhD	English	860	900
Garner, Curtis R.	DEd	Education	820	900
Sonderman, Robert	EdD	Industrial Arts	800	900
Durham, Leonard	PhD	Zoology	800	900
Kelly, E. Chenault	DEd	English	840	880
Murray, Louise	PhD	Lab. School	800	880
Brooks, Elmer L.	PhD	English	800	880
Grado, Louis M.	PhD	Education	800	880
Lambert, Charlotte	PhD	P.E. - Women	780	880
Eberhardt, James G.	DEd	Library	800 (11)	860 (11)
Rawls, Hugh C.	PhD	Zoology	800	860
Wharton, Robert	PhD	English	780	860
Miess, Martin M.	PhD	Foreign Language	780	860
Leipholtz, Roland	Edd	Art	760	840

ASSISTANT PROFESSORS

Saunders, Nannilee	AM2	Lab. School	920	920
Arnold, Myrtle	MA1	Lab. School	920	920
Hoffman, Arnold J.	MS1	Teacher Education	880	920
Poos, Roberta L.	AM1	Teacher Education	880	880
Devinney, Helen	MA1	Home Economics	880	880
Hunter, Jessie M.	MA1	Business	860	880
Ziegler, Lorene E.	MA2	Lab. School	860	880
Reid, Florence E.	MA1	Lab. School	840	880 (SL)
Elliott, Aline R.	MS1	P.E. - Women	840	880
DiPietro, Alphonso	PhD	Mathematics	840	880
Morgan, Mildred D.	MA1	Lab. School	820 (10)	880 (10)
Cox, Velma V.	MEd2	Lab. School	820	880
Bally, Winifred	MA1	Teacher Education	820	880
Kilpatrick, Julia	MS2	Teacher Education	820	880
Green, Carl	Edd	Education	820	880
Marks, Ica	MS1	Botany	780	880
Smock, LeeAnna J.	MA	Library	820 (11)	860 (11)
Ekstrand, Margaret	AMLS	Library	820 (11)	860 (11)



# ASSISTANT PROFESSORS (continued)

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>Mo. Sal.</u> <u>59-60</u>	<u>Mo. Sal.</u> <u>60-61</u>
Darling, Rex V.	DirPE	P.E. - Men	\$ 820 (10)	\$ 860 (10)
Prybylowski, Florence	MA2	Lab. School	820	860
McDonald, Walter	PhD	Geography	820	860
Jacobson, Joan	PhD	Speech	800	860
Pence, J. Robert	MME2	Music	780	860
Hopkins, Jon	MA2	Speech	780	860
Robertson, James	DEd	Teacher Education	760	860
Gurhold, Paul O.	MS1	Lab. School	780	840
Jellison, Richard	PhD	Social Science	780	840
Hyett, Virginia W.	MA2	Art	760	840 (SL)
Kiang, Ying-Cheng	PhD	Geography	760	840
Aulabaugh, Alan	PhD	Music	760	840
Wylie, Mary R.	PhD	P.E.-Women	740	840
Elmore, Walter L.	MA1	Teacher Education	760	820
Holley, Bertrand P.	MA1	Business	800	820
Bouknight, Fred	EdD	Lab. School	780	820
Denham, Julia R.	MA1	P.E. - Women	740	820
Tate, Virginia	MEd1	Lab. School	740	820
Cambridge, Richard	PhD	Business	720	820
Scott, Mary E.	MSLS	Library	720 (11)	800 (11)
Krutza, June M.	MFA2	Art	740	800
Erwin, Clifford	MA2	Industrial Arts	740	800
Hodapp, John	DPE	P.E. - Men	740	800
Connelly, Joseph	MEd1	Lab. School	740	800
Levin, Gerald	PhD	English	740	800
Fritts, Harold C.	PhD	Botany	740	800
Ryle, Carolyn G.	MN1	Health Education	720	800
Daves, M. Marise	MA1	P.E. - Women	720	800
Trank, Lynn	MFA2	Art	720	800
Lanning, Frank	EdD	Lab. School	760	780
Steinmetz, M. Lee	PhD	English	740	780
Looby, Arthur	EdD	Education	740	780
Ray, Rex	MSEd1	Teacher Education	720	780
Bennett, Jacob	MA1	English	720	780
Hicklin, Charles	PhD	Education	700	780
<u>(Marks - Rep.)</u>	MS1	Teacher Ed. (Bio.)	780	780 (9 1/3)
<u>(New)</u>	PhD	English	---	780
<u>(New)</u>	PhD	Education	---	780
<u>(New)</u>	PhD	Social Science	---	780
<u>(New)</u>	PhD	Social Science	---	780
<u>(New)</u>	PhD	Philosophy	---	780
Winkler, Clifford	MEd1	Education	720	760
Knoop, Cary I.	MFA	Art	700	740
Pinther, Harold O.	MS1	P.E. - Men	700 (10 1/4)	740 (10 1/4)
<u>(Kincaid - Rep.)</u>	PhD	Art	680	720
<u>(Goldfarb - Rep.)</u>	PhD	Social Science	720	720
Hendrix, Gertrude	MS2	Teacher Education	(700) (L)	(700) (L)
Buck, Steven M.	MA2	Speech	680	700
Whiteside, Wesley	PhD	Botany	(1180)	700
<u>(McCormick - Rep.)</u>	PhD	Social Science	700	700

## INSTRUCTORS

Kohl, Ralph A.	MS	P.E. - Men	740 (11)	780 (11)
Anderson, Mary	MA	Lab. School	760	780
Leeds, Lottie	MS	Lab. School	760	780
Haughton, Helen	MS	Home Economics	740	780
Barrett, William B.	MBA	Business	720	(780) (L)
Lahey, Jane	MSEd	Teacher Education	700	780
Maharg, John	MME	Music	700	780
<u>(Allen - Rep.)</u>	MS	Library	640	780

## INSTRUCTORS (continued)

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>Mo.Sal.</u> <u>59-60</u>	<u>Mo.Sal.</u> <u>60-61</u>
(Allard-Rep.)	MA	Music	\$ 660	\$ 780
(E.Kniskern-Rep.)	MS	Lab. School	540	780
Craig, Francis	MS	Lab. School	700	760
Thrall, Robert	MS	Industrial Arts	700	760
Settle, Phillip	MFA	Lab. School	700	760
Griffin, Raymond	MSEd	Lab. School	700	740
Sterling, Robert W.	MSEd	Teacher Education	700	740
Todd, Donald C.	MM	Music	680	740
Kaley, Jack	MSEd	P.E. - Men	680 (11)	720 (11)
Hussey, Robert	MA	P.E. - Men	680 (10)	720 (10)
Inci, Helen	ME	Lab. School	680	720
Bauer, Norman J.	MA	Lab. School	680	720
Coleman, Wayne	MS	Industrial Arts	680	720
Nielsen, Erma	MS	Lab. School	680	720
Hallam, James	MSEd	Business	680	720
Weiss, Robert	MS	Lab. School	680	720
McColl, Frances W.	MA	English	660	720
Hartbank, Betty R.	MSLS	Lab. School	660 (11)	700 (11)
Jackson, Ann	MS	Lab. School	680	700
Carey, Joseph	MEd	Lab. School	680	700
Imdieke, Leroy F.	MA	Business	660	700
Francis, Mary I.	MSEd1	Teacher Education	660	(700) (L)
Case, Mary	MM	Lab. School	660	700
Fife, Barbara	MSEd	Lab. School	660	700
James, Margaret	MS	Home Economics	660	700
Drew, Martha	MEd	Business	660	700
Noorman, Jantina	MS	Lab. School	680	680
Durston, Eula F.	MA	Lab. School	660	660
Green, Marguerite	MPH	Health Education	620	660
Reid, Billy G.	MBA	Business	620	660
(Collins - Rep.)	MS	Library	660 (11)	660 (11)
McCaul, William	MS1	Zoology	600	640
Cockerill, Donald	MA	English	---	580
Bailey, Betty	BS*	Lab. School	540	560
Wainwright, Patricia	MA	Lab. School	500	540
Bielenberg, John	MA	Speech	500	540
Swickard, Alice J.	MSEd	Music	500	260 (½ time)

\*Payroll Title - Faculty Assistant

## N. Administrative Staff, 1960-61

The following persons are recommended for employment for twelve months during the 1960-61 fiscal year, unless indicated otherwise. (Persons and positions listed previously under Replacement and New Positions are included in this tabulation.)

<u>Name</u>	<u>Deg.</u>	<u>Title</u>	<u>Mo.Sal.</u> <u>59-60</u>	<u>Mo.Sal.</u> <u>60-61*</u>
Heller, Hobart F.	PhD	Dean of the Faculty	\$1220	\$1320
Heath, Jerry D.	MD	Director of Health Services and University Physician	1060	1160
Zeigel, William H.	PhD	Associate Dean, Teacher Education and Placement	1080	1140
Anfinson, Rudolph	PhD	Dean of Students	1060	1120
Lawson, Elizabeth	PhD	Associate Dean of Students and Dean of Women	1060	1120
Schaupp, Roscoe F.	PhD	Director of Library Services	1040	1080
Masley, John W.	Edd	Director of Athletics and Head, Department of P.E. - Men	1000	1080
Gregg, Raymond R.	AM1	Director of Business Affairs	920	1000

Administrative Staff (Continued)

<u>Name</u>	<u>Deg.</u>	<u>Title</u>	<u>Mo.Sal.</u> <u>59-60</u>	<u>Mo.Sal.</u> <u>60-61*</u>
Stockman, Verne	EdD	Director of Audio-Visual Center	\$980 (11)	\$ 980
Merigis, Harry J.	EdD	Director of Laboratory School	900	980
Miner, William D.	PhD	Director of Housing and Veterans' Services	900	940
Schaefer, Martin	PhD	Director of Extension	840 (11)	900
	PhD	Assistant Director of Laboratory School	840 (11)	900 (11)
Ruyle, Asa M.	EdD	Director of Regional Services	800	900
Cravey, Gerald T.	BS	Director of Physical Plant	800	860
Hamand, Lavern	PhD	Assistant to the Dean of the Faculty	780	840
Manbeck, Maurice	PhD	Assistant Dean, Admissions and Records	780	840
Green, Gerald G.	MBA2	Assistant Director of Business Affairs	780	840
Gaertner, Ruth H.	MS	Director of Food Services	800	840
Kluge, Donald A.	MA1	Assistant Dean of Students and Dean of Men	720	760
Knott, James F.	MA	Assistant, Teacher Education and Placement	700 (10)	740 (10)
Baird, David T.	MS	Director of High School Relations	---	720 (10)
Hesler, Kenneth E.	MEd1	Director of Alumni Publications	620	720 (11)
Thornburgh, Daniel	MA	Assistant Director of Public Relations and Alumni Services	620	660
Mason, Alvin	MEd	Director of University Union	600	660
Wiseman, Robert	MSEd	Assistant, Audio-Visual Center	600 (11)	640 (11)
Katsimpalis, Thomas	MED	Assistant to the Director of Athletics	600	620
Smith, Virginia	MA	Residence Hall Counselor	520 (10)	540 (9½)
Conway, Helen	MED	Residence Hall Counselor	520 (10)	540 (9½)
Culbert, Mary	MA	Residence Hall Counselor	500 (10)	520 (9½)
Bealer, James	MSEd	Residence Hall Counselor	500 (10)	520 (9½)
Simpson, Bert	MA	Residence Hall Counselor	500 (10)	520 (9½)
Hartmann, Leah	MS	Residence Hall Counselor	480 (10)	520 (9½)
Taber, Samuel J.	BSEd	Admissions Examiner	500	520
Walstrom, John	BS	Assistant, Records	400	420
Weller, Annie	SB	Professor Emeritus	200	200
Ragan, Edith	Dip.	Assistant Professor Emeritus	200	200
Coffman, Gilberta	---	Instructor Emeritus	200	200

\*Change in salary effective September 1, 1960

O. Faculty Assistants, 1960-61

The following persons are recommended for employment for twelve months during the 1960-61 fiscal year, unless indicated otherwise:

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>Mo.Sal.</u> <u>59-60</u>	<u>Mo.Sal.</u> <u>60-61</u>
Gibson, Luther R.	BS	Physics	\$ 500 (11)	\$ 540
McKenna, Lucille	MA	Library	210 (11)	210 (11)
Fedor, Audrey	BA	Library	200 (9½)	210 (11)
Shull, Mary B.	MM	P.E.-Women	280 (9)	280 (9)
Matzner, Lois	MM	P.E.-Women	90 (9)	90 (9)

P. Graduate Assistants, 1960-61

The following persons are recommended for employment for nine months of the academic year, unless indicated otherwise. Vacant positions which we expect to fill are also listed.

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>Mo.Sal.</u> <u>59-60</u>	<u>Mo.Sal.</u> <u>60-61</u>
Vera Ramsey	BSEd	Art	\$ ---	\$ 120
	BSEd	Art	---	120
	BSEd	Audio-Visual Center	120 (11)	120 (11)
	BSEd	Business	120	120
	BSEd	Dean of Students	120	120
	BSEd	Education	---	120
	BSEd	Geography	---	120
	BSEd	Industrial Arts	120	120
	BSEd	Laboratory School	---	120
Ruth Queary	BSEd	Mathematics	120	120
	BSEd	Men's P.E.	120	120
	BSEd	Men's P.E.	120	120
	BSEd	Men's P.E.	120	120
	BSEd	Men's P.E.	120	120
	BSEd	Men's P.E.	---	120
Marilyn Stilgebauer	BSEd	Music	120	120
Richard Harrison	BSEd	Music	120	120
	BSEd	Music	---	120
	BSEd	Remedial Reading	120	120
Gail Shadwell	BSEd	Speech	---	120
Phyllis Kannmacher	BSEd	Speech	---	120
	BSEd	Women's P. E.	120	120
	BSEd	Women's P. E.	---	120

### III. UNIVERSITY CIVIL SERVICE

#### A. Resignations

1. Sharon A. Wilburn, Clerk Stenographer I in the President's Office, resigned January 7, 1960.
2. B. Joanne Elam, Clerk Stenographer I in the Health Service, resigned January 11, 1960.
3. Patricia A. Gaines, Clerk Typist I in the Library, on leave since February 4, 1958, resigned July 31, 1959.
4. Catheryne A. Loffredo, Clerk I in the Laboratory School, on leave since January 1, 1960, resigned March 31, 1960.
5. Jean Phipps, Library Clerk II in the Laboratory School, resigned March 31, 1960.

#### B. Deaths

1. Glenn E. Wilson, Stationary Fireman in the Heating Plant, died January 19, 1960.
2. Edgar Rennels, Janitor in the Science Building, died January 26, 1960.

#### C. Dismissed during Probationary Period

1. Gertrude L. Sims, Cook's Helper in the Laboratory School, dismissed February 29, 1960.
2. Maydean Bailey, Cook's Helper in Lincoln-Douglas Hall, dismissed February 29, 1960.

#### D. Leaves of Absence

1. M. Maxine Clayton, Secretary in the Placement Bureau, leave without



salary beginning April 22, 1960, to August 1, 1960.

2. Vera G. Snider, Cook's Helper in Pemberton Hall, on disability leave beginning March 17, 1960.

#### E. Replacements

1. Loretta A. Sims, Clerk Stenographer I in the Health Service, at a salary of \$225.00 per month beginning December 29, 1959, replacing B. Joanne Elam, resigned.
2. Joyce Thompson, Temporary Clerk Stenographer I in the President's Office, at a salary of \$215.00 per month beginning February 1, 1960, replacing Sharon Wilburn, resigned.
3. Janice R. Hash, Clerk Stenographer I in the Laboratory School Office, at a salary of \$220.00 per month beginning December 7, 1959, replacing Catheryne Loffredo, Clerk I, resigned.
4. John W. Percy, Maintenance Equipment Operator, transferred to Stationary Fireman's Helper, at a salary of \$375.00 per month, beginning January 19, 1960, replacing Glenn Wilson, deceased.
5. George F. Edmonds, Groundsman, at a salary of \$315.00 per month beginning February 1, 1960, replacing John Percy, transferred to a new position.
6. Roy Max Kelly, Janitor, at a salary of \$315.00 per month beginning February 12, 1960, replacing Edgar Rennels, deceased.
7. Inez A. Kelly, Cook's Helper in the Laboratory School, at a salary of \$185.00 per month beginning March 2, 1960, replacing Gertrude Sims, dismissed.
8. Winifred R. Matteson, Temporary Cook's Helper in the Union Cafeteria, at a salary of \$185.00 per month beginning March 9, 1960, replacing Alice Burrus, transferred.
9. Myron L. Duzan, Groundsman, at a salary of \$315.00 per month beginning April 4, 1960, replacing Raymond Morris, transferred.
10. Rosalee Noble, Temporary Clerk Stenographer I in the Placement Bureau, at a salary of \$210.00 per month beginning March 28, 1960, replacing Maxine Clayton, on leave.
11. Raymond W. Morris, Groundsman, transferred to Maintenance Equipment Operator, at a salary of \$350.00 per month beginning March 1, 1960, replacing John W. Percy, transferred.
12. Alice O. Burrus, Cook's Helper in the University Union, transferred to Lincoln-Douglas Halls, at a salary of \$200.00 per month beginning March 1, 1960, replacing Maydean Bailey, dismissed.

#### F. Change in Prevailing Rates

1. The prevailing rate for electricians was increased to \$3.45 per hour as of October 15, 1959, and \$3.50 per hour as of January 1, 1960. Increases in rates will affect the salaries of our electricians, John Taylor, Karl Sanders, and Lawrence Myers.

#### G. Temporary Appointment

1. Ruth M. Cox, Temporary Cook's Helper, at a salary of \$185.00 per month beginning January 8, 1960, substituting for Letha Johnson who is ill.

#### H. Correction in Prevailing Rate of Carpenters

1. In the November 5, 1959, report, we listed the new prevailing rate for our carpenters (Ernest Judy and Glenn McMillan) incorrectly. The correct rate is \$3.00 per hour.

#### I. Changes in Classification and Salary

1. Donald B. Swango, Baker, correction in classification to Second Baker.
2. George L. Thomas, Storekeeper, change in classification to Stores Supervisor, beginning March 1, 1960, at no change in salary.
3. Howard W. Fortney, Stores Clerk, change in classification to Storekeeper, at a salary of \$325.00 per month, beginning March 1, 1960.

#### J. New Employees

1. John W. Percy, Groundsman, transferred to Maintenance Equipment Operator, as of November 1, 1959. (Position approved in Internal Budget.) (Salary - \$360.00 per month.)

#### K. New Positions

1. Permission is requested to add one clerical worker at a classification of Clerk Stenographer II, or less, in the Records Office. With our added enrollment that office has found it impossible to keep up with its work. As an example, I mention the fact that permanent record cards were not prepared for students entering the fall quarter until after the winter quarter had started. This is brought about by our increased enrollment, in part, but also by the added care we are giving to admission of transfer students, retention of students whose academic records are doubtful, etc. We should like to fill this position by June 1.
2. Permission is requested to add a Stores Clerk to enable our staff to do a better job of catching up and keeping up on our inventory. When one considers the great number of items that must be on the inventory, the reports of the property control auditors were favorable. On the other hand, I do not like to have any more errors on something like this than absolutely unavoidable. The new person would be working with two others who handle the inventory and also the central stores. Two people are needed to work efficiently on inventory at any time and yet the central stores must not be left unattended. The Stores Clerk carries a salary range of \$275.00 to \$350.00 per month.
3. We find that we need to add a Cook's Helper to improve the food services in Lincoln and Douglas Halls. As it is now, we have only one cook on Mondays and Tuesdays from 6:00 A.M. to 10:00 A.M., and on Fridays and Saturdays from 3:00 P.M. until the work is finished. Since we now have all men residents in Lincoln and Douglas Halls, it seems that the whole program is a little more demanding on the time of the cooks. I request permission to add a Cook's Helper at a salary of \$185.00 per month at the beginning of the 1960-61 school year. This would make possible some reduction in student help.
4. The auditors have recommended for the last two years or so that we add the position of Internal Auditor. We would like permission to employ someone in that classification beginning July 1, 1960.

#### L. Non-Negotiated Staff Salaries for 1960-61

The following persons are recommended for employment at the salaries indicated for the fiscal year 1960-61:

GENERAL REVENUE

<u>No.</u>	<u>Name</u>	<u>Department</u>	<u>Mo. Sal.</u> <u>59-60</u>	<u>Mo. Sal.</u> <u>60-61</u>
<u>Office Supervisor (\$450-\$700)</u>				
31	Taylor, Violet B.	Business Office	\$ 550	\$ 600
<u>Administrative Secretary (\$450-\$700)</u>				
82	Winkleblack, Norma	President's Office	525	590
<u>Personnel Officer I (\$425-\$650)</u>				
180	Andrews, Charles	Business Office	500	520
<u>Superintendent of Grounds (\$400-\$600)</u>				
55	Monier, Camille F.	Grounds	415	450
<u>Secretary (\$375-\$550)</u>				
13	Davis, Dorothy V.	Business Office	500	545
35	McElwee, Mary C.	Dean of the Faculty	375	420
5	Clayton, M. Maxine	Teacher Ed. & Pl.	375	410
<u>Stores Supervisor (\$375-\$550)</u>				
41	Thomas, George L.	Business Office	435	480
<u>Head Health Service Nurse (\$350-\$500)</u>				
33	Bland, Mary June	Health Service	435	475
<u>Health Service Nurse (\$325-\$450)</u>				
32	Casey, Cleda	Health Service	325	360
122	Bails, Florence	Laboratory School	325	355
<u>Accountant I (\$325-\$450)</u>				
123	Freeman, Jane B.	Business Office	370	405
<u>Storekeeper (\$325-\$450)</u>				
102	Tucker, Charles	Chemistry	435	450
126	Fortney, Howard	Business Office	325	335
<u>Purchasing Assistant I (\$300-\$400)</u>				
129	Zane, Marion	Business Office	365	400
<u>Chief Library Clerk (\$300-\$400)</u>				
175	Peck, Leyla J.	Library	300	330
<u>Stores Clerk (\$275-\$350)</u>				
169	Wright, Charles	Business Office	275	300
<u>Clerk Stenographer II (\$275-\$350)</u>				
11	Whalen, Helen	Records Office	335	350
7	Fair, Florence L.	Dean of Women	300	325
<u>Clerk Typist II (\$250-\$325)</u>				
4	Story, Jean	Records Office	300	325
<u>Clerk Stenographer I (\$200-\$300)</u>				
71	McGurty, Margaret	Dean of Students	300	300
1	Moltz, Helen	Laboratory School	290	300
86	Elliott, Lucille	Business Office	235	270
73	Hall, Elda	Business Office	225	265
6	Pinkard, Lois	Records Office	230	260
12	Hudson, Prudence	Dean of Students	230	260
43	DeHart, Faeth	Business Office	225	245
10	Sims, Loretta	Health Service	225	245
97	Havener, Patsy	Teacher Ed. & Pl.	210	240
106T	Thompson, Joyce	President's Office	215	235

GENERAL REVENUE (continued)

<u>No.</u>	<u>Name</u>	<u>Department</u>	<u>Mo.Sal.</u> <u>59-60</u>	<u>Mo.Sal.</u> <u>60-61</u>
<u>Clerk Stenographer I (\$200-\$300) (continued)</u>				
45	Schaefer, Jacqueline	Teacher Ed. & Pl.	\$ 205	\$ 225
87	Turner, Ruth	Audio-Visual Center	200	225
8	Hash, Janice	Laboratory School	220	220
160	Thompson, Jeanette	Business Office	200	220
46	Smith, Cynthia	Library	200	215
T	Noble, Rosalee	Teacher Ed. & Pl.	210	210
<u>Cashier I (\$200-\$300)</u>				
174	Stillions, Mary	Business Office	215	240
<u>Duplicating Machine Operator I (\$200-\$275)</u>				
118	Marker, Dorothy	Business Office	220	250
<u>Clerk Typist I (\$185-\$250)</u>				
9	Swanson, Betty	Public Relations	220	250
107	Thudium, Katherine	Assistant to Dean	220	250
176	James, Gail	Extension - Pub. Rel.	220	240
105	Bell, Patricia A.	Men's P. E.	200	220
3	Elliot, Mary Ann	Library	195	215
117	Farmer, Karen	Records Office	190	210
72	Armstrong, Idella	Business Office	185	210
2	Swinford, Linda	Library	185	205
150	Beavers, Wanda	Dean of Men	200	200
<u>Switchboard Operator (\$185-250)</u>				
114	Jasper, Evelyn	Business Office	215	235
<u>Clerk I (\$185-\$250)</u>				
109	Gwin, Joan R.	Teacher Ed. & Pl.	220	250
112	Harmon, Kay	Teacher Ed. & Pl.	185	205
<u>AUXILIARY ENTERPRISES</u>				
<u>Bookstore Manager (\$450-\$700)</u>				
34	Arnold, Henry J.	Textbook Library	640	690
<u>Clerk Typist I (\$185-\$250)</u>				
44	Zimmerman, Imogene	Textbook Library	220	245
<u>SELF-LIQUIDATING PROJECTS</u>				
<u>Assistant Food Service Manager (\$400-\$600)</u>				
145	Sterling, Beverly	Union	525	565
<u>Food Production Manager (\$375-\$550)</u>				
138	Gray, Mary S.	Union	500	520
<u>Assistant Food Production Manager (\$325-\$450)</u>				
83	Gard, Mary B.	Lincoln-Douglas	450	450
84	Giltner, Alberta	Pemberton Hall	420	445
167	Sidwell, Ann	Union	420	445
172	McGahey, Ruth	Union	325	350
<u>Fountain Supervisor (\$325-\$450)</u>				
153	Mitchell, Tymon	Snack Bar	450	450
<u>Clerk Typist I (\$185-\$250)</u>				
156	Wynn, Marilyn	Union	195	235



SELF-LIQUIDATING PROJECTS (continued)

<u>No.</u>	<u>Name</u>	<u>Department</u>	<u>Mo.Sal.</u> <u>59-60</u>	<u>Mo.Sal.</u> <u>60-61</u>
<u>Clerk I (\$185-\$250)</u>				
88	Bower, Ione	Union	\$ 205	\$235
<u>Maid (\$185-\$250)</u>				
67	Moore, Lulu	Pemberton Hall	250	250
149	McManigell, Hazel	Douglas Hall	250	250
69	Wilson, Leota	Pemberton Hall	250	250
136	Elder, Maude	Ford Hall	250	250
144	Myers, Frances	McKinney Hall	250	250
130	Birch, Lucille	McKinney Hall	250	250
80	Lang, Beulah	Douglas Hall	225	245
79	Hanner, Helen	Floating	195	220
81	Walters, Frances	Lincoln Hall	195	215
148	Weger, Ruth K.	Floating	195	220
78	White, Bessie	Lincoln Hall	195	215
146	Stewart, Thelma	Ford Hall	195	215
111	Toops, Mildred	Weller Hall	185	210
171	Millage Thelma	Weller Hall	185	210
Int.	Warren, Edna		185	205

M. Negotiated Staff Salaries for 1960-61

The following salaries are recommended on the basis of the contracts with the negotiated groups, for the fiscal year 1960-61.

GENERAL REVENUE

<u>No.</u>	<u>Name</u>	<u>Classification</u>	<u>Mo.Sal.</u> <u>59-60</u>	<u>Mo.Sal.</u> <u>60-61</u>
18	Goble, Roy E.	Janitor Foreman	390	405
21	Baldwin, Basil H.	Janitor	345	360
22	Bishop, Bennie A.	Janitor	345	360
23	Brown, Robert E.	Janitor	345	360
19	Cougill, William M.	Janitor	345	360
165	Duckworth, H. Verle	Janitor	345	360
24	Fidler, Reign S.	Janitor	345	360
101	Fletcher, Earl W.	Janitor	345	360
17	Kelly, Roy Max	Janitor	315	330
	Effective August 1, 1960			360
158	Lane, J. Frank	Janitor	345	360
25	McMillan, Scott	Janitor	345	360
120	Millsap, Roy E.	Janitor	345	360
121	Paddock, Harold L.	Janitor	345	360
16	Reed, Herman T.	Janitor	345	360
93	Royer, Robert B.	Janitor	345	360
28	Sims, Rex M.	Janitor	345	360
166	Talbott, Alvin M.	Janitor	345	360
128	Waltrip, Russell E.	Janitor	345	360
168	Warpenburg, Richard	Janitor	345	360
163	Watkins, Raymond	Janitor	345	360
29	Way, George J.	Janitor	345	360
119	Whited, Glenn W.	Janitor	345	360
115	Wilson, Kenneth C.	Janitor	345	360
30	York, Charles	Janitor	345	360
125	Mullen, Earl	Men's Locker Room Att.	345	360
36	Baldwin, Clarence	Watchman	360	375
151	Lang, James W.	Watchman	360	375
37	Poulter, James M.	Watchman	360	375
20	Anderson, Bertha W.	Janitress	265	270
26	Moody, Thelma	Janitress	265	270
27	Wuersch, Ruth	Janitress	265	270
164	Spence, Bert R.	Policeman	360	375
94	Mason, Albert B.	Main.Equip. Oper.	360	375

GENERAL REVENUE

No.	Name	Classification	Mo. Sal. 59-60	Mo. Sal. 60-61
60	Waltrip, Lowell D.	Main. Equip. Oper.	\$ 360	\$ 375
181	Morris, Raymond W.	Main. Equip. Oper.	350	365
	Effective September 1, 1960			375
99	Stanfield, Owen E.	Grounds Gardener	355	370
127	Jenkins, Donald E.	Groundsman	345	360
58	Edmonds, George	Groundsman	315	330
	Effective August 1, 1960			360
92	Duzan, Myron L.	Groundsman	315	330
	Effective October 4, 1960			360
108	Cottingham, Palmer	Main. Repairman	355	370
48	Metcalf, C. Donald	Chief Plant Oper. Eng.	600	620
50	Stirewalt, Levi	Stationary Engineer	505	525
53	Swann, James B.	Stationary Engineer	505	525
49	Brooks, Robert O.	Stationary Fireman	450	470
89	Elston, John W.	Stationary Fireman	450	470
74	Jenkins, Winfred	Stationary Fireman	450	470
51	Nickles, Ralph L.	Stationary Fireman	450	470
54	White, Harry L.	Stationary Fireman	450	470
116	Pearcy, John W.	Stationary Fireman	375	395
	Effective July 19, 1960			420
	Effective January 19, 1961			445
100	Judy, Ernest	Carpenter	510	510
182	Kincade, Milton	Carpenter	510	510
38	McMillan, Glenn	Carpenter	510	510
39	Miller, Roscoe	Painter	467½	467½
104	Stoner, Robert	Painter	467½	467½
40	Sanders, Karl	Electrician	595	595
110	Taylor, John F.	Electrician	595	595
161	Myers, Lawrence	Electrician	595	595
177	Ewing, Gerrold E.	Plumber	612	612

AUXILIARY ENTERPRISES

131	Wheeler, Minnie N.	Cook	215	230
132	Wagle, Rosemary	Cook's Helper	200*	215
91	Kelly, Inez	Cook's Helper	185	200
	Effective September 1, 1960			215

\*Inadvertently reported as \$180 per month in the November Report.

SELF-LIQUIDATING PROJECT, 1950

76	Stites, Norma M.	Cook	235	245
147	Wilson, Vennetta	Cook	215	230
139	Hacker, Evelyn G.	Cook	215	230
141	Burrus, Alice	Cook's Helper	200	215
137	Fiscus, Bessie	Cook's Helper	200	215
85	Lenhart, Daniel E.	Janitor	345	360

SELF-LIQUIDATING PROJECT, 1956

62	Johns, Ethel	Cook	260	270
64	Johnson, Leatha	Cook	225	240
135	Eagleton, Alice	Cook	250	260
143	Keller, Helen	Cook	215	230
75	Snider, Vera G.	Cook's Helper	215	230
90T	Matteson, Winifred	Cook's Helper	185	200
142	Swinford, Mary M.	Cook's Helper	200	215
95	Doehring, Leota	Cook's Helper	200	215
140	Cutrell, Reta J.	Cook's Helper	200	215
134	Leight, Mary Ellen	Cook's Helper	200*	215
123	Stivers, Raymond	Kitchen Laborer	260	265
154	Hicks, Gladys	Grill Cook	255	265

SELF-LIQUIDATING PROJECT, 1956 (Continued)

<u>No.</u>	<u>Name</u>	<u>Classification</u>	Mo.Sal.	Mo.Sal.
			<u>59-60</u>	<u>60-61</u>
155	Kerans, Bob	Grill Cook	\$ 255	\$ 265
63	Smith, Lloyd W.	Chef	325	335
124	Swango, Donald B.	Second Baker	255	265
170	Parkison, Robert	Janitor	345	360
159	Catron, Raymond E.	Janitor	345	360
152	Padgett, Clem D.	Janitor	345	360
178	Hanner, Arthur	Janitor	345	360

To be transferred to General Revenue Payroll as of January 1, 1961.

\*Inadvertently reported as \$180 per month in the November report.

## VIII. STUDENT LIFE

## A. Residence Hall Occupancy Report

The following report regarding occupancy of the residence halls is presented for the information of the Board:

<u>Location</u>	<u>Capacity</u>	<u>In residence the first of the month of:</u>				
		<u>Sept.</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>	<u>Jan.</u>
Pemberton Hall	93	89	86	89	79	79
Weller Hall	150	152	151	151	146	146
Ford Hall	150	152	149	151	143	143
McKinney Hall	150	149	147	147	138	136
Douglas Hall	160	163	164	162	158	158
Lincoln Hall	160	162	164	164	160	161

<u>Location</u>	<u>Feb.</u>	<u>Mar.</u>	<u>April</u>
Pemberton Hall	77	76	72
Weller Hall	145	144	137
Ford Hall	142	141	133
McKinney Hall	136	131	134
Douglas Hall	154	150	144
Lincoln Hall	160	157	134

## IX. MISCELLANEOUS

## A. Limousine Replacement

Permission is requested to get bids on a replacement for our present Plymouth limousine. We have had it for three and one-half years and it has 62,850 miles on it. Bids would be presented at the May meeting of the Board.

Quincy Doudna  
President

Report of  
ILLINOIS STATE NORMAL UNIVERSITY

April 25, 1960

I. STUDENTS

A. Enrollment for the Second Semester, 1959-1960

1. In each column the first figure is the full-time enrollment, exclusive of all part-time students and withdrawals with refunds. The figure in parentheses is the total number of students registered.

	Men and Boys	Women and Girls	Total	Total One Year Ago
a. University				
Graduate	51 (195)	14 (118)	65 (313)	66 (293)
Senior	285 (297)	342 (391)	627 (688)	600 (664)
Junior	248 (254)	309 (340)	557 (594)	550 (590)
Sophomore	257 (262)	468 (480)	725 (742)	669 (686)
Freshman	440 (447)	729 (737)	1169 (1184)	1056 (1071)
Unclassified	6 ( 11)	8 ( 25)	14 ( 36)	17 ( 48)
Special	<u>--- ( 11)</u>	<u>-- ( 12)</u>	<u>-- ( 23)</u>	<u>-- ( 11)</u>
Total College Students on Campus	1287 (1477)	1870 (2103)	3157 (3580)	2958 (3363)
(Equated Enrollment)			(3169)	
b. University H. S. 225		170	395	413
c. University Elementary School				
249		212	461	471
d. Special Education School				
63		47	110	114
Total Pupils, H.S. and Elementary				
537		429	966	998
Total	1824	2299	4123	3956
Extension	<u>86</u>	<u>521</u>	<u>607</u>	<u>557</u>
Grand Total	1910	2820	4730	4513

B. Scholarships for Second Semester, 1959-1960

	1960	1959
Teacher Education Scholarships	2105	1873
State Military Scholarships	175	129
General Assembly Scholarships	5	--

C. Attendance in Extension Courses Second Semester, 1959-1960

Enrollment in extension courses, the departmental courses offered, the centers, and the instructor, are here presented for the second semester of the 1959-1960 school year.

Center	Course	Instructor	Enrollment
Decatur	Audio-Visual Education E240	Clarence Kurth	38
Decatur	Ind.Arts Workshop--Curr.Development E293	Willard McCarthy	18
Decatur	Selected Studies in H. & Phys. Ed.--Teaching		
	Health for the Phys. Ed. Teacher E300	Adeline Levin	13



<u>Center</u> (Continued)	<u>Course</u>	<u>Instructor</u>	<u>Enrollment</u>
East Peoria	World Literature E254	Milford Jochums	31
Gibson City	Advanced Reading Methods E207	Lessie Carlton	29
Granville	Art Materials for Elementary Schools E200	Roy Sample	21
Joliet	Speech Re-Education E212	Keith Davidson	34
Kankakee	Philosophy of Education E203	E.Scott Blankenship	27
Lincoln	Geography of the United States E201	James Patterson	43
Mazon	Natural Science E220	J.Louis Martens	23
Ottawa	Phy. Sci. for Elementary Teachers E230	Thomas Edwards	26
Pekin	Arithmetic for the Ele. Grades E201	Hal Gilmore	37
Pekin	Teaching of Science in Ele. Schools E303	Loren Mentzer	14
Peoria	History of Civilization & Culture E124	Earl Reitan	25
Pontiac	Conservation of Natural Resources E219	John Trotter	47
Princeton	The Community E261	Stanley Grupp	22
Springfield	Ele. School Tests & Measurements E208	Burton Kelly	18
Springfield	Growth & Structure of the Eng. Language E241	Dale Vetter	17
Streator	Psychology of the Mental Deviate E311	Dean Hage	16
Washburn	Natural Science E219	Harry Jackson	61
Watseka	Music Edu. in the Elementary Grades E241	Robert Borg	47
Total Second Semester, 1959-1960			607
Total First Semester, 1959-1960			609
Total for 1959-1960 School Year			1216
Total for 1958-1959 School Year			1288

## II. FACULTY

### A. Resignations

1. Mrs. Katherine Cross, Faculty Assistant in Off-Campus Housing, effective April 30, 1960, due to ill health.
2. Mrs. Pat Goehe, Instructor in Speech, effective August 12, 1960, due to moving out of the community with her husband.
3. Mrs. Jean Irvin, Instructor in Health and Physical Education, effective April 1, 1960, for health reasons.
4. Miss Elizabeth Lawrence, Instructor and Supervising Teacher, Brain Injured Children, effective June 11, 1960, due to family circumstances.
5. Miss Adeline Levin, Assistant Professor of Health and Physical Education, effective June 11, 1960, in order to seek another position.
6. Mr. Harold L. Nieburg, Assistant Professor of Political Science, effective January 29, 1960, in order to accept another position.
7. Mr. William Desmond Phillips, Assistant Professor and Supervising Teacher, Deaf and Hard of Hearing, effective June 11, 1960, for personal reasons.

### B. Retirements

1. Miss Elsie Brenneman, Director of Admissions, effective September 30, 1960.
2. Miss Helen Dooley, Assistant Professor and Assistant Librarian, effective August 31, 1960.
3. Mr. C. A. Harper, Associate Professor of Social Science, effective January 16, 1960.

4. Miss Dorothy McEvoy, Assistant Professor and Supervising Teacher, Deaf and Hard of Hearing, effective August 31, 1960. (Also listed in January 1960 Board Report).
5. Miss Genevieve Pohle, Assistant Professor and Assistant Librarian, effective August 31, 1960.

#### C. Leaves of Absence

1. Non-sabbatical Leave for Second Semester of the 1959-1960 School Year
  - a. Miss Margaret Westhoff (Health)
2. Continuation of Leaves

The following persons are recommended to receive continuation of leaves for the 1960-1961 school year for reasons indicated, on a non-sabbatical basis:

- a. Miss Marion C. Allen (Health)
- b. Miss Thelma Nelson (Health)
- c. Dr. Herbert R. Hiatt (Health)

#### D. Promotions

The following persons are recommended for promotions in rank, effective September 1, 1960:

1. From Associate Professor to Professor
  - a. Dr. G. Bradford Barber
  - b. Dr. Douglas R. Bey
  - c. Dr. Francis R. Brown
  - d. Dr. Arley F. Gillet
  - e. Dr. Eric H. Johnson
  - f. Dr. Donald T. Ries
  - g. Dr. Bernard L. Ryder
  - h. Dr. Charles A. White
2. From Assistant Professor to Associate Professor
  - a. Dr. Allie Ward Billingsley
  - b. Dr. Robert L. Borg
  - c. Dr. George R. Canning
  - d. Dr. Alice L. Ebel
  - e. Dr. George A. Falconer
  - f. Dr. Walter S. G. Kohn
  - g. Dr. Andreas A. Paloumpis
  - h. Dr. James E. Patterson
  - i. Dr. Christine P'Simer
  - j. Dr. Robert S. Schmidt
3. From Instructor to Assistant Professor
  - a. Mr. Warren S. Crews
  - b. Mr. Thomas F. Edwards
  - c. Miss Edna Engberg
  - d. Miss Gertrude M. Erbe
  - e. Mr. Archie Harris
  - f. Miss Elizabeth A. Hughes
  - g. Miss Betty Keough
  - h. Mr. Willard J. McCarthy
  - i. Mr. Joseph Natale
  - j. Mr. Ernest E. Olson

## E. Tenure

### 1. The following persons will obtain tenure June 11, 1960:

- a. Mr. B. H. Bass
- b. Mr. C. Eric Bickley
- c. Miss Edna Engberg
- d. Dr. John L. Johnston
- e. Dr. Margaret L. Jones
- f. Dr. Ellen D. Kelly
- g. Dr. Kermit M. Laidig
- h. Mr. Willard J. McCarthy
- i. Mr. Edwin A. Payne
- j. Dr. R. Omar Rilett
- k. Dr. Bernard L. Ryder
- l. Dr. Howard H. Rye
- m. Dr. Harvey S. Woods

## F. Appointments

### 1. Reinstatements

- a. Mrs. Dorothy Hostettler, as Instructor and Supervisor of Off-Campus Student Teaching, effective February 1, 1960, for the second semester of the 1959-1960 school year, at a salary rate of \$560.00 per month.
- b. Mrs. Roberta W. Wheeler, as a part-time substitute teacher in the Department of Health and Physical Education for Women, effective February 1, 1960, at a salary rate of \$360.00 per month, \$1620.00 for the four and one-half months of the second semester.

### 2. Continuation of present faculty members who have been on a temporary appointment

- a. Mrs. Phyllis Day, as Faculty Assistant and Assistant Resident Director of Fell Hall, effective September 1, 1960, at a salary rate of \$420.00 per month, \$4200.00 for the ten months' year for which the appointment is made.
- b. Miss Eleanor M. Eckert, as Assistant Professor of Education, Director of Women's Residence Halls, and Assistant Dean of Women, effective September 1, 1960, at a salary rate of \$620.00 per month, \$7440.00 for the year of twelve months. This is a one year appointment only.
- c. Mr. Gerald E. Hartdagen, as Instructor in History, effective September 1960, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months, to take the place of Dr. Earl A. Reitan, on leave. This is a one year appointment only.
- d. Miss Lucile Hyneman, as Instructor in English, effective September 1960, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months, to take the place of Mrs. Dorothy Soellner, on leave. This is a one year appointment only.
- e. Mr. George Kuehn, as a Faculty Assistant in Industrial Arts, for the second semester of the 1959-1960 school year, at a salary rate of \$450.00 per month, \$2025.00 for the four and one-half months of the semester.
- f. Mr. Bernard J. McCarney, as Instructor in Economics, effective September 1960, at a salary rate of \$720.00 per month, \$6480.00 for the school year of nine months.

- g. Mr. Alfred T. Mayfield, as Instructor in English, effective September 1960, at a salary rate of \$680.00 per month, \$6120.00 for the school year of nine months, to take the place of Dr. Herbert R. Hiatt, on leave. This is a one year appointment only.
- h. Mr. Paul W. Schuster, as Instructor in Biological Science, effective September 1960, at a salary rate of \$740.00 per month, \$6660.00 for the school year of nine months, to take the place of Mr. John Ellis, on leave. This is a one year appointment only.
- i. Mr. C. Louis Steinburg, as Instructor in Art, effective September 1960, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months, to fill a new position.

### 3. Replacements

- a. Mr. Kenneth R. Beckman, as Instructor and Supervising Teacher, Brain-Injured Children, effective September 1960, at a salary rate of \$680.00 per month, \$6120.00 for the school year of nine months, to take the place of Miss Elizabeth Lawrence, resigned. Mr. Beckman has his bachelor's degree from Iowa State Teachers College, and his master's from the State University of Iowa. For the past seven years he has been instructor of mentally retarded children in the public schools of Mason City, Iowa.
- b. Mrs. Thelma C. Bird, as Instructor and Assistant Librarian, effective September 1960, at a salary rate of \$720.00 per month, \$6480.00 for the school year of nine months, to take the place of Miss Helen Dooley, retired. Mrs. Bird has her bachelor's degree from Radford State Teachers College, Radford, Virginia, and M.S. in L.S. from the University of Illinois. For the past five years she has been Assistant Librarian at Indiana State Teachers College, Terre Haute.
- c. Mr. Bruce M. Govich, as Assistant Professor of Music, effective February 1, 1960, at a salary rate of \$640.00 per month, \$2880.00 for the four and one-half months of the second semester, to take the place of Miss Margaret Westhoff, on leave. Mr. Govich has his bachelor's degree from Baldwin-Wallace College in Berea, Ohio, and his master's from the University of Illinois, where he is completing work for his doctor's degree.
- d. Miss K. Elaine Hess, as Faculty Assistant in Sociology, effective September 1960, at a salary rate of \$680.00 per month, \$6120.00 for the school year of nine months, to take the place of Mr. Stanley Grupp, on leave. Miss Hess has her bachelor's degree from Illinois State Normal University and has worked toward her master's degree at the University of Nebraska. For the past three years she has been a teacher in the Champaign High School. This is a one year appointment only.
- e. Dr. Frank D. Horvay, as Professor of German and Head of the Department of Foreign Languages, effective September 1960, at a salary rate of \$1020.00 per month, \$11,220 for the eleven months for which the appointment is made, to take the place of Dr. Jennie A. Whitten, retired. Dr. Horvay has his bachelor's and master's degrees from the University of Alabama, and his doctor's degree from Washington University in St. Louis. For the past eight years he has been with Central Intelligence Agency as Senior Reports Officer.
- f. Mr. Thomas A. Olson, as a part-time Faculty Assistant in Political Science, effective February 1, 1960, for the second semester of the 1959-1960 school year, at a salary rate of \$300.00 per month, to take part of the work of Mr. Harold L. Nieburg, resigned.



- g. Mr. Harry E. Preble, as Assistant Professor of English, effective September 1960, at a salary rate of \$740.00 per month, \$6660.00 for the school of nine months, to fill a position which has been filled by a substitute this year. Mr. Preble has his bachelor's and master's degrees from the University of Illinois. For the past six years he has held a teaching assistantship at the University of Illinois while doing work toward his doctorate.
- h. Mr. Mark A. Plummer, as Assistant Professor of History, effective September 1960, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months, to take the place of Dr. Chester Bain, resigned. Mr. Plummer has his bachelor's and master's degrees from the Kansas State College, Pittsburg. For the past three years he has been on the staff of the University of Kansas, while taking work toward his doctor's degree.
- i. Mrs. Elsie D. Pohlmann, as Faculty Assistant and Nurse, effective March 15, 1960, for an indefinite period, at a salary rate of \$330.00 per month, to take the place of Mrs. Louise Parker, who is ill.
- j. Mrs. Blanche Schutjer, as a part-time Instructor in History, effective February 1, 1960, for the second semester of the 1959-1960 school year, at a salary rate of \$320.00 per month, \$1440.00 for the four and one-half months of the semester, to take part of the work of Mr. Harold L. Neiburg, resigned. Mrs. Schutjer has her bachelor's degree from Long Island University and her master's from New York University.
- k. Mr. David E. Sweet, as Instructor in Political Science, effective September 1960, at a salary rate of \$720.00 per month, \$6480 for the school year of nine months, to take the place of Mr. Harold L. Neiburg, resigned. Mr. Sweet has his bachelor's degree from Drury College in Springfield, Missouri, and his master's from Duke University. For the past year he has been on the staff of Ohio University at Athens.
- l. Miss Vivian Tasker, as Assistant Professor and Supervising Teacher, Deaf and Hard of Hearing, effective September 1960, at a salary rate of \$820.00 per month, \$7380.00 for the school year of nine months, to take the place of Miss Dorothy McEvoy, resigned. Miss Tasker has a bachelor's degree from Asbury College in Wilmore, Kentucky, and a master's from the Northwestern University. For the past three years she has been teaching in the public schools of Decatur, Illinois.
- m. Mr. Jack A. Ward, as Instructor in Biological Science, effective September 1960, at a salary rate of \$720.00 per month, \$6480.00 for the school year of nine months, to take the place of Mr. Robert S. Schmidt, on leave. Mr. Ward has his bachelor's degree from Willamette University in Salem, Oregon, and will receive his master's from the University of Washington in June 1960. For the past year, he has been a research assistant at the University of Washington. This is a one year appointment only.
- n. Mr. John P. Wolter, as Faculty Assistant and Acting Assistant Director of Off-Campus Housing, effective from March 1, 1960 to July 1, 1960, at a salary rate of \$500.00 per month, to take the place of Mrs. Katherine Cross, resigned.
- o. The following students are recommended for approval as faculty assistants to carry out the program and serve in places used in past years at a salary rate of \$120.00 per month, \$540.00 for the four and one-half months of the second semester, beginning February 1, 1960.

- (1) James P. Agner, Education and Psychology
- (2) Richard D. Cook, Biological Science
- (3) Raymond Shanafelt, Geography
- (4) Shirley J. Wilken, Barton Hall

p. The following students are recommended for approval as faculty assistants to carry out the program and serve in places used in past years at a salary rate of \$120.00 per month, \$1080.00 for the 1960-1961 school year.

- (1) Robert Barney, Audio Visual Education
- (2) Andrew Bazik, Mathematics
- (3) Carl Eichstaedt, Health and Physical Education for Men
- (4) Robert Gingerich, Social Science
- (5) William Herman, Health and Physical Education for Men
- (6) Robert Hiltabrand, Physical Science
- (7) Anthony Lesak, Business Education

#### 4. New Positions

- a. Mrs. Janet Boeh, as a part-time Faculty Assistant in Health and Physical Education for Women, effective February 1, 1960, at a salary rate of \$180.00 per month, \$810.00 for the four and one-half months of the second semester.
- b. Dr. Charles M. Holmes, as Associate Professor of English, effective September 1960, at a salary rate of \$780.00 per month, \$7020.00 for the nine months of the school year. Dr. Holmes has B.S. and A.B. degrees from Cornell University, and a master's and a doctor's degree from Columbia University. For the past four years he has been on the faculty of Washington University in St. Louis.
- c. Mr. Carl D. McMurray, as Assistant Professor of Political Science, effective September 1960, at a salary rate of \$760.00 per month, \$6840.00 for the nine months of the school year. Mr. McMurray has a bachelor's degree from Augustana College and a master's from the University of Illinois. For the past year he has been studying toward his doctorate at the University of Illinois.
- d. Mr. James F. Monahan, as a Faculty Assistant at Milner Library, effective February 1, 1960, for the second semester of the 1959-1960 school year, at a salary rate of \$350.00 per month, \$1575.00 for the four and one-half months of the semester.
- e. Mr. Alan A. Stambusky, as Assistant Professor of Speech, effective September 1960, at a salary rate of \$780.00 per month, \$7020.00 for the school year of nine months. Mr. Stambusky has a bachelor's degree from Niagara University at Niagara Falls, New York, a master's from Catholic University, Washington, D.C., and during the 1959-1960 school year has been studying toward his doctor's degree at the University of Wisconsin. This is a one year appointment only.
- f. Mrs. Barbara Stuart, as a part-time Faculty Assistant in English, effective February 1, 1960, at a salary rate of \$130.00 per month, \$585.00 for the four and one-half months of the second semester.

#### G. Additional New Positions

1. Demands for extension and additional campus classes warrant the addition of one more instructor in the Social Sciences. This has become apparent as program plans for the fall semester of 1960-1961 developed. It is requested that an additional position be authorized.

2. With the anticipation of completing the new two-wing, ten-story residence hall by the 1960 fall semester and by converting Barton Hall to men, we will need to hire additional personnel, as was discussed briefly two years ago. We will need three (3) additional residence hall directors; two (2) additional assistant directors; and seven (7) additional graduate counselors, bringing the total graduate counselors to fifteen (15). Furthermore, we would like to call them all graduate counselors and not graduate assistants as we do not wish to include these among our allotted graduate classroom assistants as we have done in the past.

#### H. Summer Session Faculty, 1960

1. The faculty here listed covers the regular eight-weeks summer session June 20 to August 12, and also the post session from August 15 to September 2.

Name	Degree	Department	Salary		
			June	July	August
Alexander, Frances M.	A.M.	Social Sciences	\$380.00	\$760.00	\$380.00
Allen, Mabel Clare	M.A.	Speech	450.00	900.00	450.00
Almy, Theodore B.	Ed.D.	English	440.00	880.00	440.00
Arnold, Mary S.	A.M.	Education	420.00	840.00	420.00
Ashbrook, William D.	Ph.D.	Ind.Arts	460.00	920.00	460.00
Barber, G. Bradford	Ph.D.	Speech	460.00	920.00	460.00
Barford, George	M.A.	Art	420.00	840.00	420.00
Bass, B. H.	M.S.in Ed.	Health & P.E.	720.00	720.00	360.00
Bauer, Harold E.	M.M.	Music	330.00	660.00	330.00
Beckman, Kenneth	A.M.	Education	330.00	660.00	330.00
Beggs, Barbara Ann	M.A.	Education	330.00	660.00	330.00
Bell, Claude A.	M.Ed.	Ind.Arts	400.00	800.00	400.00
Benjamin, Helen W.	M.A.	Bus. Educ.	390.00	780.00	390.00
Benjamin, Paul K.	M.S.	Health & P.E.	437.50	---	---
Bergman, Rita	D.Ed.	Health & P.E.	400.00	---	---
Bey, Douglas R.	Ph.D.	Mathematics	470.00	940.00	940.00
Bickley, C. Eric	M.S.	Speech	370.00	740.00	370.00
Blankenship, E. Scott	Ph.D.	Education	585.00	780.00	780.00
Blomgren, Roger D.	M.A.	Ind.Arts	820.00	820.00	820.00
Borg, Robert L.	Ph.D.	Music	380.00	760.00	380.00
Brand, Paul J.	Ed.D.	Geography	420.00	840.00	420.00
Brome, Robert B.	M.A.	English	430.00	860.00	430.00
Brooks, Robert A.	M.S.	Mathematics	380.00	760.00	380.00
Brown, Herbert	Ph.D.	Agriculture	360.00	720.00	360.00
Brown, R. Elizabeth	Ph.D.	Education	615.00	820.00	820.00
Brown, Walter H.	Ph.D.	Biol. Science	690.00	920.00	460.00
Brunk, Dorothy G.	M.A.	Social Science	440.00	880.00	440.00
Brush, Robert J.	Ed.M.	Phys. Science	190.00	380.00	190.00
Buehler, Rose B.	Ed.D.	Education	420.00	840.00	420.00
Butler, Elsie	M.A.	Education	360.00	720.00	360.00
Butt, Jack D.	M.S.	Health & P.E.	700.00	---	---
Canning, George R., Jr.	Ph.D.	English	350.00	700.00	350.00
Carlock, John R.	M.S.in Ed.	Biol. Science	370.00	740.00	370.00
Carroll, Conrad E.	M.A.	Mathematics	720.00	720.00	360.00
Cavanagh, Helen M.	Ph.D.	Social Science	460.00	920.00	460.00
Chasson, Robert M.	Ph.D.	Biol. Science	360.00	720.00	360.00
Christensen, Merton A.	Ph.D.	English	380.00	760.00	380.00
Clark, Faith	M.A.	Health & P.E.	465.00	---	---
Cogdal, Joseph T.	A.M.	Health & P.E.	525.00	600.00	300.00
Collie, James E.	P.E.D.	Health & P.E.	860.00	860.00	430.00
Connell, M. Regina	Ed.D.	For. Lang.	480.00	960.00	480.00
Cox, Dorothy	M.A.	Education	350.00	700.00	350.00
Crews, Warren S.	M.S.in Ed.	Health & P.E.	616.67	493.33	616.67
Crosby, Lucile Z.	M.S.in L.S.	Library	390.00	780.00	780.00
Dalluge, Deverne H.	Ed.D.	Phys. Science	480.00	960.00	480.00
Davidson, Keith C.	M.A.	Speech	360.00	720.00	360.00



Name	Degree	Department	Salary		
			June	July	August
Day, Phyllis		Res. Hall	---	\$400.00	\$200.00
DeWees, W. I.	Ed.D.	Education	470.00	940.00	470.00
Dilks, Eleanor	Ph.D.	Biol.Science	220.00	---	---
Dillinger, Claude M.	Ph.D.	Psychology	520.00	1040.00	1040.00
Dooley, Helen A.	M.A.	Library	390.00	780.00	390.00
Douglass, Thomas Jay	M.S.	Agriculture	410.00	820.00	410.00
Dowdall, Leven M.	M.S.in Ed.	Ind. Arts	370.00	740.00	370.00
Drawver, Pauline	M.A.	English	380.00	760.00	380.00
Eastman, Leo E.	Ed.D.	Education	440.00	880.00	860.00
Ebel, Alice L.	Ph.D.	Social Science	645.00	860.00	645.00
Eckert, Albert H.	M.S.	Mathematics	585.00	780.00	390.00
Edwards, Thomas F.	M.A.in Ed.	Phys. Science	340.00	680.00	340.00
Ellis, Margery	A.M.	For. Lang.	450.00	900.00	450.00
Engberg, Edna	M.Ed.	Health & P.E.	350.00	700.00	350.00
Erbe, Gertrude	M.M.	Music	330.00	660.00	330.00
Esworthy, R. W.	Ph.D.	Bus. Educ.	480.00	960.00	480.00
Evans, G. Harlowe	Ph.D.	Phys. Science	430.00	860.00	430.00
Falconer, George A.	Ed.D.	Speech	370.00	740.00	370.00
Farmer, Louise	M.S.in Ed.	Education	420.00	840.00	420.00
Fennessey, John T.	M.A.	Education	75.00	150.00	75.00
Fielding Howard I.	Ph.D.	English	490.00	980.00	490.00
Fischer, Raymond L.	M.S.in Ed.	Speech	---	495.00	---
Flagg, Elinor B.	M.S.	Mathematics	440.00	880.00	440.00
Floyd, Thomas W.	M.S.	Education	360.00	720.00	360.00
Force, Thelma	M.A.	Psychology	430.00	860.00	430.00
Frey, Bernice G.	Ph.D.	Health & P.E.	500.00	1000.00	500.00
Freyberger, Ruth	Ed.D.	Art	430.00	860.00	430.00
Friedhoff, Walter H.	Ph.D.	Psychology	420.00	840.00	420.00
Frye, Harold E.	M.A.	Health & P.E.	880.00	880.00	660.00
Galaway, Beryl	A.M.L.S.	Library	400.00	800.00	400.00
Gallagher, Mary G.	M.M.	Music	330.00	660.00	330.00
Garton, Malinda D.	A.M.	Education	390.00	780.00	390.00
Gillett, Arley F.	P.E.D.	Health & P.E.	460.00	920.00	460.00
Gilmore, Hal M.	M.A.	Mathematics	390.00	780.00	390.00
Gimmestad, Victor E.	Ph.D.	English	490.00	980.00	980.00
Glenwright, Adeline	B.A.	Speech	195.00	390.00	195.00
Goehe, Pat Bahn	M.S.	Speech	310.00	620.00	310.00
Govich, Bruce	A.M.	Music	320.00	640.00	320.00
Gray, Charles E., Jr.	M.A.	Social Science	350.00	700.00	350.00
Gray, Nina E.	Ph.D.	Biol. Science	530.00	1060.00	530.00
Green, John W.	M.S.	Agriculture	---	---	410.00
Griffith, Esther M.	Ph.D.	Phys. Science	490.00	980.00	490.00
Grotzinger, Laurel Ann	M.S.	Library	270.00	540.00	270.00
Grupp, Stanley E.	M.A.	Social Science	510.00	680.00	680.00
Guthrie, Clara L.	M.S.in L.S.	Library	430.00	860.00	645.00
Hackett, Perry	M.Mus.	Music	410.00	820.00	410.00
Hage, Dean S.	Ph.D.	Education	380.00	760.00	380.00
Hammerlund, C. M.	M.S.	Ind. Arts	400.00	800.00	400.00
Haney, Mary	M.A.	Speech	225.00	450.00	225.00
Harden, Warren R.	M.A.	Social Science	390.00	780.00	390.00
Hardine, Doris	M.M.	Music	370.00	740.00	370.00
Harris, Archibald	M.A.	Health & P.E.	480.00	600.00	300.00
Hartley, William D.	M.F.A.	Art	400.00	800.00	400.00
Hartman, Charles H.	M.A.	Ind. Arts	370.00	740.00	370.00
Heldt, Carl D.	M.P.E.	Health & P.E.	700.00	200.00	100.00
Helgeson, Arlan C.	Ph.D.	Social Science	440.00	880.00	440.00
Henline, Ruth	Ph.D.	English	750.00	750.00	---
Hermanowicz, Henry J.	Ed.D.	Education	400.00	800.00	400.00
Hiler, Grace	M.A.	English	380.00	760.00	380.00
Hill, Eugene L.	Ed.D.	Health & P.E.	980.00	980.00	490.00
Holliday, Bernice	B.Ed.	Res. Hall	---	520.00	260.00
Horton, Clifford E.	Ed.D.	Health & P.E.	---	---	855.00
Horvay, Frank N.	Ph.D.	For. Lang.	---	---	1020.00



Name	Degree	Department	Salary		
			June	July	August
Howard, Shirley	M.A.	Health & P.E.	\$400.00	\$800.00	\$400.00
Hoyman, Verna A.	M.A.in Ed.	English	410.00	820.00	410.00
Huggins, Ruth C.	Ed.M.	English	450.00	900.00	450.00
Hughes, Elizabeth A.	M.Ed.	Education	380.00	760.00	380.00
Hutter, Samuel	M.S.	Psychology	400.00	800.00	400.00
Isted, Leslie M.	Ph.D.	Music	460.00	920.00	460.00
Jackson, Bryant H.	M.S.in L.S.	Library	360.00	720.00	360.00
Jackson, Harry O.	M.S.in Ed.	Biol. Science	---	---	585.00
Jacobs, Dorothy	A.M.	Education	330.00	660.00	330.00
James, Jeannie H.	M.S.	Home Ec.	175.00	---	---
Jessa, Marie	M.A.	Bus. Educ.	600.00	800.00	600.00
Jochums, Milford C.	Ph.D.	English	500.00	1000.00	500.00
Johnson, Blossom	Ed.D.	Home Econ.	490.00	980.00	490.00
Johnston, John L.	Ed.D.	Ind. Arts	440.00	880.00	440.00
Jones, Lucile Q.	M.S.in Ed.	Education	480.00	480.00	---
Jones, Margaret L.	Ph.D.	Health & P.E.	450.00	900.00	450.00
Jorgensen, Margaret	M.A.	Psychology	380.00	760.00	380.00
Karch, Jacqueline Q.	D.Ed.	Home Econ.	400.00	800.00	400.00
Karr, Ila	M.A.	Library	390.00	780.00	390.00
Keeley, Benjamin J.	Ph.D.	Social Science	675.00	900.00	900.00
Keeley, Helen	B.A.	Library	250.00	---	---
Kelly, Burton C.	M.S.	Psychology	540.00	720.00	720.00
Knight, Homer T.	Ed.D.	Education	630.00	840.00	840.00
Koepke, Harold F.	Ph.D.	Bus. Educ.	460.00	920.00	460.00
Kohn, Walter S. G.	Ph.D.	Social Science	390.00	780.00	390.00
Kuntz, Lowell J.	M.S.in Ed.	Music	390.00	780.00	390.00
Kurth, Clarence H.	Ed.D.	Education	420.00	840.00	840.00
Kurth, Norene	M.B.A.	Bus. Educ.	150.00	300.00	150.00
Laidig, Kermit M.	Ph.D.	Geography	440.00	880.00	440.00
Lawrence, Elizabeth A.	M.A.	Education	350.00	700.00	350.00
Lawrence, Margaret	M.A.	Library	400.00	800.00	400.00
Ledbetter, Kenneth L.	M.A.	English	340.00	680.00	340.00
Lee, William J.	M.F.A.	Art	350.00	700.00	350.00
Legg, Lewis L.	M.A.in Ed.	Phys. Science	370.00	740.00	370.00
Legge, William B.	M.S.in Ed.	Education	360.00	720.00	360.00
Lichty, Elden A.	Ed.D.	Education	735.00	980.00	980.00
Lidh, William R.	M.S.	Art	---	---	350.00
Lilly, Lois	M.S.	Education	370.00	740.00	370.00
Lueck, W. R.	Ph.D.	Education	490.00	980.00	490.00
Lundgren, Hattie C.	M.S.	Home Econ.	410.00	820.00	410.00
Maddocks, Jane	M.A.	English	480.00	---	320.00
Mansfield, Faye	M.A.	Education	410.00	820.00	410.00
Marshall, Helen E.	Ph.D.	Social Science	490.00	980.00	490.00
Martens, J. Louis	Ph.D.	Biol. Science	705.00	705.00	---
Martin, Marjorie F.	M.S.in Ed.	Health & P.E.	350.00	700.00	350.00
Marzolf, Stanley S.	Ph.D.	Psychology	520.00	1040.00	520.00
Mauck, Inez L.	A.M.	Education	420.00	840.00	420.00
May, Denton B.	M.A.	English	---	510.00	---
McGarney, Bernard J.	M.S.	Social Science	300.00	600.00	300.00
McCarthy, Willard J.	Ed.M.	Ind. Arts	390.00	780.00	390.00
McCormick, Clyde T.	Ph.D.	Mathematics	---	---	520.00
McEvoy, Dorothy M.	M.A.	Education	390.00	780.00	390.00
Meleney, Helen E.	M.A.	Health & P.E.	300.00	600.00	300.00
Mentzer, Loren W.	Ph.D.	Biol. Science	440.00	880.00	440.00
Metzler, Winifred S.	M.A.	Library	380.00	760.00	380.00
Midtlyng, Joanna	M.S.	Health & P.E.	290.00	580.00	290.00
Miller, Marion G.	Ph.D.	Art	450.00	900.00	450.00
Mizer, Orrin G.	M.A.	Biol. Science	---	720.00	720.00
Moore, Harold A.	M.S.	Biol. Science	630.00	840.00	840.00
Moore, Robert H.	Ph.D.	Education	440.00	880.00	440.00
Natale, Joseph M.	M.S.	Art	340.00	680.00	340.00
Natale, Mary Edna	M.S.in Ed.	Education	330.00	660.00	330.00
Natterstad, Lucille G.	M.S.in Ed.	Education	320.00	640.00	320.00

Name	Degree	Department	Salary		
			June	July	August
Newby, Richard L.	M.A.	English	\$330.00	\$660.00	\$330.00
Niemi, Edwin E.	M.S.	Art	350.00	700.00	350.00
Norton, Stanley K.	Ph.D.	Education	645.00	860.00	860.00
Ogle, Alice R.	M.A.	Art	400.00	800.00	400.00
Olson, Ernest E.	M.A.	Education	370.00	740.00	370.00
Oyakawa, Evan K.	Ph.D.	Biol. Science	360.00	720.00	720.00
Paloumpis, Andreas	Ph.D.	Biol. Science	410.00	820.00	820.00
Parker, Louise O.	M.P.H.	Health Educ.	330.00	660.00	330.00
Parret, Margaret	M.A.	Speech	410.00	820.00	410.00
Parsell, Roger E.	M.A.	English	---	---	480.00
Patterson, James E.	Ph.D.	Geography	400.00	800.00	800.00
Payne, Edwin A.	M.Ed.	Psychology	380.00	760.00	760.00
Peabody, Ralph	M.A.	Education	330.00	660.00	330.00
Pearcy, Henri R.	Ph.D.	Social Science	440.00	880.00	440.00
Peffer, Patricia	M.A.	Speech	175.00	350.00	175.00
Peikert, Cecilia H.	Ph.D.	Museums	420.00	840.00	420.00
Peithman, Harlan W.	Ed.D.	Music	480.00	960.00	480.00
Peters, Margaret	Ed.D.	Bus. Educ.	480.00	960.00	480.00
Poe, Douglas	Ph.D.	Social Science	---	200.00	800.00
Pohlmann, Vernon C.	Ph.D.	Social Science	440.00	880.00	440.00
Prince, Frances D.	M.A.	Education	340.00	680.00	340.00
Quigley, Vera	A.M.	Education	320.00	640.00	320.00
Ragouzis, Perry N.	M.F.A.	Art	185.00	555.00	---
Reese, H. Earle	Ed.D.	Bus. Educ.	600.00	800.00	800.00
Reitan, Earl A.	Ph.D.	Social Science	390.00	780.00	780.00
Retzer, Kenneth A.	M.Ed.	Mathematics	350.00	700.00	350.00
Reusser, John L.	Ph.D.	Education	---	980.00	980.00
Rhymer, Ione	Ph.D.	Biol. Science	225.00	450.00	225.00
Richards, Doris M.	M.S.	Speech	525.00	700.00	350.00
Riley, Helen	M.S.in Ed.	Health & P.E.	660.00	660.00	330.00
Rine, T. E.	Ph.D.	Mathematics	500.00	1000.00	1000.00
Rives, Stanley G.	M.S.in Ed.	Speech	340.00	680.00	340.00
Roderick, James L.	M.M.	Music	380.00	760.00	380.00
Rousey, Alma B.	A.M.	Home Econ.	380.00	760.00	570.00
Rowe, James E.	M.S.	Mathematics	380.00	760.00	380.00
Rozum, Mary A.	M.S.	Education	420.00	840.00	420.00
Russell, Elizabeth	M.A.	Education	450.00	900.00	450.00
Ryder, Bernard L.	Ph.D.	Phys. Science	460.00	920.00	460.00
Sanders, Herbert C.	M.M.	Music	360.00	720.00	360.00
Sands, Theodore	Ph.D.	Social Science	450.00	900.00	450.00
Schmidt, Else A.	Ph.D.	Geography	350.00	700.00	350.00
Schultz, Luella E.	A.M.	Education	340.00	680.00	340.00
Scott, Jimmy D.	M.S.in Ed.	Health and P.E.	680.00	---	---
Serra, Mary C.	Ph.D.	Education	460.00	920.00	460.00
Sharkey, Frank E., Jr.	M.A.	Ind. Arts	360.00	720.00	720.00
Shea, Grace R.	M.A.	Health Educ.	390.00	780.00	390.00
Sheveland, Alice	M.A.in Ed.	Education	390.00	780.00	390.00
Simon, Barbara L.	M.S.in L.S.	Library	250.00	500.00	250.00
Soderberg, George A.	M.A.	Speech	350.00	700.00	350.00
Soellner, Dorothy	A.M.	English	360.00	720.00	360.00
Spector, Irwin	Ph.D.	Music	420.00	840.00	420.00
Speer, Eunice H.	M.S.	Library	450.00	900.00	450.00
Stein, Ethel G.	M.A.	Education	420.00	840.00	420.00
Steinburg, C. Louis	M.S.in Ed.	Art	330.00	660.00	330.00
Stroud, Ruth	M.S.	English	450.00	900.00	900.00
Struck, Edwin G.	M.S.	Health & P.E.	716.67	573.33	286.67
Swickard, Jeanette	M.S.	Library	330.00	660.00	330.00
Tarrant, Thalia J.	A.M.	Social Science	360.00	720.00	360.00
Tasher, Lucy Lucile	Ph.D.	Social Science	450.00	900.00	450.00
Templeton, Donald F.	M.A.	English	410.00	820.00	410.00
Terwilliger, John B.	M.M.	Music	360.00	720.00	360.00
Tiedeman, Herman R.	Ph.D.	Psychology	1060.00	1060.00	1060.00
Trotter, John E.	S.M.	Geography	190.00	380.00	---

Name	Degree	Department	Salary		
			June	July	August
Tudor, Raymond W.	M.A.	English	\$410.00	\$820.00	\$410.00
Udstuen, Sadie B.	M.A.	Education	370.00	740.00	370.00
Vance, Arden L.	M.M.	Music	410.00	820.00	410.00
Webb, Mary D.	M.A.	Bus. Educ.	430.00	860.00	860.00
Weiser, Ida	M.S.	Education	320.00	640.00	320.00
Wesle, John H.	M.A.	Art	370.00	740.00	370.00
Wheeler, Harriet R.	M.A.	Bus.Educ.	570.00	760.00	380.00
Wilde, Edwin F., Jr.	Ph.D.	Mathematics	430.00	860.00	430.00
Winegarner, Lela	A.M.	English	645.00	860.00	430.00
Wise, Vermell	M.A.	English	420.00	840.00	420.00
Woodson, Betty	M.A.	Education	350.00	700.00	350.00
Wooley, Ethel	M.A.	Education	370.00	740.00	370.00
Workman, Donna Jo	M.A.	Health & P.E.	300.00	600.00	300.00
Yates, Ruth V.	M.A.	Speech	450.00	900.00	450.00
Yedor, Leo J.	Ph.D.	Social Science	450.00	900.00	450.00
Young, Lyle M.	M.A.	Music	420.00	840.00	420.00
Young, Orville L.	Ph.D.	Agriculture	440.00	880.00	440.00
Zimmerman, Ruth	M.A.	Library	430.00	860.00	430.00

#### I. Faculty for the Academic Year, 1960-1961

1. The following persons, listed according to academic rank and in order of salary under each rank, are recommended for employment in regular teaching positions for the school year 1960-1961 at salaries indicated at the extreme right, these appointments effective September 1960 for the nine months.

Name	Academic Degree	Department	Salary 1959-1960	Salary 1960-1961
<u>Professors</u>				
Gooding, R. U.	Ph.D.	Physical Science	\$10260.00	\$10440.00
Dillinger, Claude M.	Ph.D.	Psychology	9360.00	10080.00
Tiedeman, Herman R.	Ph.D.	Psychology	9540.00	10080.00
Gray, Nina E.	Ph.D.	Biological Science	9540.00	9900.00
Frey, Bernice G.	Ph.D.	Health & P.E.	9000.00	9720.00
Fielding, Howard I.	Ph.D.	English	8820.00	9720.00
Gimmestad, Victor E.	Ph.D.	English	8820.00	9720.00
Henline, Ruth	Ph.D.	English	9000.00	9720.00
Hill, Eugene L.	Ed.D.	Health & P.E.	8820.00	9720.00
<sup>4</sup> Hiett, Herbert R.	Ph.D.	English	9360.00	9720.00
Jochums, Milford C.	Ph.D.	English	9000.00	9720.00
Johnson, Blossom	Ed.D.	Home Economics	8820.00	9720.00
<sup>2</sup> Marzolf, Stanley S.	Ph.D.	Psychology	9360.00	9720.00
Rine, T. E.	Ph.D.	Mathematics	9000.00	9720.00
Vetter, Dale B.	Ph.D.	English	8820.00	9720.00
Smith, Gwen	Ph.D.	Health and P.E.	8820.00	9540.00
Esworthy, R. W.	Ph.D.	Business Education	8640.00	9360.00
Gray, Miriam	Ed.D.	Health & P.E.	9000.00	9360.00
Griffith, Esther M.	Ph.D.	Physical Science	8820.00	9360.00
Lueck, W. R.	Ph.D.	Education	8820.00	9360.00
Marshall, Helen E.	Ph.D.	Social Science	8820.00	9360.00
Dalluge, DeVerne	Ed.D.	Physical Science	8640.00	9180.00
Gueffroy, Edna M.	Ph.D.	Geography	8820.00	9180.00
Lichty, Elden A.	Ed.D.	Education	8820.00	9180.00
Connell, M. Regina	Ed.D.	Foreign Languages	8640.00	9000.00
DeWees, W. I.	Ed.D.	Education	8460.00	9000.00

<sup>1</sup>Sabbatical leave, 1960-1961

<sup>2</sup>Sabbatical leave, 1960-1961, first semester only

<sup>3</sup>Sabbatical leave, 1960-1961, second semester only

<sup>4</sup>Non-sabbatical leave, 1960-1961



Name	Academic Degree	Department	Salary 1959-1960	Salary 1960-1961
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Professors (Continued)

Koepke, Harold F.	Ph.D.	Business Education	\$ 8280.00	\$ 9000.00
Reusser, John L.	Ph.D.	Education	8820.00	9000.00
Martens, J. Louis	Ph.D.	Biological Science	8460.00	9000.00
Peithman, Harlan W.	Ed.D.	Music	8640.00	9000.00
Peters, Margaret	Ed.D.	Business Education	8640.00	9000.00
Serra, Mary C.	Ph.D.	Education	8280.00	9000.00
Bey, Douglas R.	Ph.D.	Mathematics	8460.00	8820.00
Cavanagh, Helen M.	Ph.D.	Social Science	8280.00	8820.00
Eckelmann, Dorathy	Ph.D.	Speech	8460.00	8820.00
Gillett, Arley F.	P.E.D.	Health & P.E.	8280.00	8820.00
Isted, Leslie M.	Ph.D.	Music	8280.00	8820.00
Miller, Marion G.	Ph.D.	Art	8100.00	8820.00
Moore, Robert H.	Ph.D.	Education	7920.00	8820.00
Ries, Donald T.	Ph.D.	Biological Science	8100.00	8820.00
Sands, Theodore	Ph.D.	Social Science	8100.00	8820.00
Tasher, Lucy Lucile	Ph.D.	Social Science	8100.00	8820.00
Ashbrook, William D.	Ph.D.	Industrial Arts	8280.00	8640.00
Barber, G. Bradford	Ph.D.	Speech	8280.00	8640.00
Buehler, Rose B.	Ed.D.	Education	7560.00	8460.00
Spector, Irwin	Ph.D.	Music	7560.00	8460.00
Young, Orville L.	Ph.D.	Agriculture	7920.00	8460.00
Vacancy (new)		Education		7200.00
Vacancy (new)		Health & P.E.		7200.00
Vacancy (new)		Mathematics		7200.00
Vacancy (vice Yokosawa)		Physical Science		7200.00
Vacancy (new)		Social Science		7200.00

Associate Professors

Brown, Walter H.	Ph.D.	Biological Science	8280.00	8820.00
Dilks, Eleanor	Ph.D.	Biological Science	7920.00	8820.00
Jones, Margaret L.	Ph.D.	Health & P.E.	8100.00	8820.00
Keeley, Benjamin J.	Ph.D.	Social Science	8100.00	8820.00
Rhymer, E. Ione	Ph.D.	Biological Science	8100.00	8820.00
Almy, Theodore B.	Ph.D.	English	7920.00	8640.00
Cogdal, Joseph T.	A.M.	Health & P.E.	8100.00	8640.00
Collie, James E.	P.E.D.	Health & P.E.	7740.00	8640.00
Helgeson, Arlan C.	Ph.D.	Social Science	7920.00	8640.00
Johnston, John L.	Ed.D.	Industrial Arts	7920.00	8640.00
Mentzer, Loren W.	Ph.D.	Biological Science	7920.00	8640.00
Pohlmann, Vernon C.	Ph.D.	Social Science	7920.00	8640.00
Yedor, Leo J.	Ph.D.	Social Science	8100.00	8640.00
Billingsley, Allie Ward	Ph.D.	Foreign Language	7560.00	8460.00
Ebel, Alice L.	Ph.D.	Social Science	7740.00	8460.00
Fensholt, Dorothy	Ph.D.	Biological Science	7920.00	8460.00
Hall, Barbara C.	Ed.D.	Health & P.E.	8100.00	8460.00
Kurth, Clarence H.	Ed.D.	Education	7560.00	8460.00
Norton, Stanley K.	Ph.D.	Education	7740.00	8460.00
Brand, Paul J.	Ed.D.	Geography	7560.00	8280.00
Eikenberry, Alice	Ed.D.	Social Science	7740.00	8280.00
Evans, G. Harlowe	Ph.D.	Physical Science	7740.00	8280.00
Freyberger, Ruth	Ed.D.	Art	7740.00	8280.00
Knight, Homer T.	Ed.D.	Education	7560.00	8280.00
Laidig, Kermit M.	Ph.D.	Geography	7920.00	8280.00
Pearcy, Henri R.	Ph.D.	Social Science	7920.00	8280.00
Brown, R. Elizabeth	Ph.D.	Psychology	7380.00	8100.00
Eastman, Leo E.	Ed.D.	Education	7560.00	8100.00
Paloumpis, Andreas	Ph.D.	Biological Science	7380.00	8100.00
Patterson, James E.	Ph.D.	Geography	7200.00	8100.00



Name	Academic Degree	Department	Salary 1959-1960	Salary 1960-1961
<u>Associate Professors</u> (Continued)				
Friedhoff, Walter H.	Ph.D.	Psychology	\$7560.00	\$7920.00
Peikert, Cecilia H.	Ph.D.	Director of Museums	7560.00	7920.00
<sup>1</sup> Reitan, Earl A.	Ph.D.	Social Science	7020.00	7920.00
Reese, H. Earle	Ed.D.	Business Education	7200.00	7920.00
<sup>4</sup> Schmidt, Robert S.	Ph.D.	Biological Science	7380.00	7740.00
Ames, David W.	Ph.D.	Social Science	7200.00	7560.00
Christensen, Merton A.	Ph.D.	English	6840.00	7560.00
Kohn, Walter S. G.	Ph.D.	Social Science	7020.00	7560.00
Blankenship, E. Scott	Ph.D.	Education	7020.00	7380.00
Borg, Robert L.	Ph.D.	Music	6840.00	7380.00
Falconer, George	Ed.D.	Speech	6660.00	7380.00
Weigel, Robert D.	Ph.D.	Biological Science	7020.00	7380.00
Canning, George R.	Ph.D.	English	6300.00	7200.00
Hage, Dean S.	Ph.D.	Education	6840.00	7200.00
Luxenburg, Norman	Ph.D.	Foreign Language	6660.00	7020.00
Vacancy (new)		Art		7200.00
Vacancy (new)		Biological Science		7200.00
Vacancy (vice Paulson)		Education & Psychology		7200.00
Vacancy (vice substitute)		Education		7200.00
Vacancy (new)		English		7200.00
Vacancy (vice substitute)		English		7200.00
Vacancy (new)		Foreign Language		7200.00
Vacancy (vice substitute)		Geography		7200.00
Vacancy (vice substitute)		Health & P.E. (Women)		7200.00
Vacancy (new)		Music		7200.00
Vacancy (vice Bain)		Social Science		7200.00
Vacancy (new)		Social Science		7200.00
Vacancy (new)		Speech		7200.00
Vacancy (new)		Library		7200.00
Vacancy (new)		Education (Counselor)		7200.00
Vacancy (new)		Education (Counselor)		7200.00
Vacancy (new)		Education		7200.00

Assistant Professors

<sup>3</sup> Allen, Mabel Clare	M.A.	Speech	8100.00	8280.00
<sup>3</sup> Barford, George	M.S.	Art	7560.00	8280.00
Ellis, Margery A.	A.M.	Foreign Languages	8100.00	8280.00
Flagg, Elinor B.	M.S.	Mathematics	7920.00	8280.00
Huggins, Ruth	A.M.	English	8100.00	8280.00
McDavitt, Neva	A.M.	Geography	7920.00	8280.00
Russell, Elizabeth	M.A.	Education	8100.00	8280.00
Speer, Eunice H.	M.S.	Library	8100.00	8280.00
Stroud, Ruth	M.S.	English	8100.00	8280.00
Webb, Mary D.	M.A.	Business Education	7740.00	8280.00
Yates, Ruth	M.A.	Speech	8100.00	8280.00
Bird, Ruth	M.A.	Health & P.E.	7740.00	8100.00
Chiles, Helen	A.M.	Foreign Language	7560.00	8100.00
Guthrie, Clara L.	M.S.	Library	7740.00	8100.00
Moore, Harold A.	M.S.	Biological Science	7560.00	8100.00
Stein, Ethel G.	M.A.	Education	7560.00	8100.00
Winegarner, Lela	A.M.	English	7740.00	8100.00
Zimmerman, Ruth	M.A.	Library	7740.00	8100.00
Arnold, Mary S.	A.M.	Education	7560.00	7920.00
Brome, Robert B.	M.A.	English	7740.00	7920.00
Brunk, Dorothy G.	M.A.	Social Science	7920.00	7920.00
Damm, Frances L.	M.S.inEd.	Education	7560.00	7920.00
Douglass, T. J.	M.S.	Agriculture	7380.00	7920.00
Farmer, Louise	M.S.inEd.	Education	7560.00	7920.00
Force, Thelma	M.A.	Psychology	7740.00	7920.00
Frye, Harold E.	M.A.	Health & P.E.	7920.00	7920.00
Galaway, Beryl	A.M.L.S.	Library	7200.00	7920.00

Name	Academic Degree	Department	Salary 1959-1960	Salary 1960-1961
<u>Assistant Professors</u> (Continued)				
Green, J. W.	M.S.	Agriculture	\$7380.00	\$7920.00
<sup>3</sup> Hoyman, Verna A.	M.A.inEd.	English	7380.00	7920.00
Jessa, Marie	M.A.	Business Education	7200.00	7920.00
Lawrence, Margaret	M.A.	Library	7200.00	7920.00
Mauck, Inez L.	A.M.	Education	7560.00	7920.00
Parret, Margaret	M.S.	Speech	7380.00	7920.00
Rozum, Mary A.	M.S.	Education	7560.00	7920.00
Struck, Edwin G.	M.S.	Health & P.E.	7740.00	7920.00
<sup>4</sup> Westhoff, Margaret	M.S.	Music	7740.00	7920.00
Wise, Vermell	M.A.	English	7560.00	7920.00
Young, Lyle M.	M.A.	Music	7560.00	7920.00
Bell, Claude A.	M.Ed.	Industrial Arts	7200.00	7740.00
Eckert, Albert H.	M.S.	Mathematics	7020.00	7740.00
Garton, Malinda	A.M.	Education	7020.00	7740.00
Gilmore, Hal M.	M.A.	Mathematics	7020.00	7740.00
<sup>1</sup> Hackett, Perry	M.Mus.	Music	7380.00	7740.00
Hagman, Lucille G.	M.A.	Education	7380.00	7740.00
Hammerlund, C. M.	M.S.	Industrial Arts	7200.00	7740.00
Heldt, Carl D.	M.P.E.	Health & P.E.	7200.00	7740.00
Karr, Ila F.	M.A.	Library	7020.00	7740.00
Ogle, Alice R.	M.A.	Art	7200.00	7740.00
Templeton, Donald F.	M.A.	English	7380.00	7740.00
Blomgren, Roger D.	M.A.	Industrial Arts	7380.00	7560.00
Cole, Ruth L.	M.A.	Education	7020.00	7560.00
Jorgensen, Margaret	M.A.	Education	6840.00	7560.00
Karch, Jacqueline Q.	D.Ed.	Home Economics	*7200.00	*7560.00
Kuntz, Lowell J.	M.S.inEd.	Music	7020.00	7560.00
Lewis, Marjorie	M.A.	Education	7200.00	7560.00
Lundgren, Hattie C.	M.S.	Home Economics	7380.00	7560.00
Mansfield, Faye E.	M.A.	Education	7380.00	7560.00
McCarthy, Willard J.	Ed.M.	Industrial Arts	7020.00	7560.00
Metzler, Winifred	M.A.	Library	6840.00	7560.00
Roderick, James L.	M.M.	Music	6840.00	7560.00
Tudor, Raymond W.	M.A.	English	7380.00	7560.00
Vance, Arden L.	M.M.	Music	7380.00	7560.00
Bickley, C. Eric	M.S.	Speech	6660.00	7380.00
Carlock, John R.	M.S.inEd.	Biological Science	6660.00	7380.00
Carlton, Lessie	M.S.	Education	7020.00	7380.00
<sup>1</sup> Ellis, John K.	M.P.H.	Biological Science	7200.00	7380.00
Hardine, Doris	M.M.	Music	6660.00	7380.00
Hartley, William D.	M.S.	Art	7200.00	7380.00
Hermanowicz, Henry J.	Ph.D.	Education	7200.00	7380.00
Hughes, Elizabeth	M.S.inEd.	Education	6840.00	7380.00
Hutter, Samuel	M.S.	Psychology	7200.00	7380.00
Payne, Edwin A.	M.Ed.	Psychology	6840.00	7380.00
Poe, Douglas	Ph.D.	Social Science	7200.00	7380.00
Ranta, Taimi M.	M.Ed.	English	7200.00	7380.00
Rousey, Alma B.	A.M.	Home Economics	6840.00	7380.00
Wheeler, Harriet R.	M.A.	Business Education	6840.00	7380.00
<sup>3</sup> Alexander, Frances M.	A.M.	Social Science	6840.00	7200.00
Benjamin, Helen	M.A.	Business Education	7020.00	7200.00
Crank, Doris H.	Ed.D.	Business Education	7020.00	7200.00
Crosby, Lucile Z.	M.S.inL.S.	Library	7020.00	7200.00
Drawver, Pauline	M.A.	English	6840.00	7200.00
Harden, Warren R.	M.A.	Social Science	7020.00	7200.00
Hiler, Grace	M.A.	English	6840.00	7200.00
Kelly, Burton	M.S.	Psychology	6480.00	7200.00
Keough, Betty	M.S.inEd.	Health & P.E.	6840.00	7200.00
Olson, Ernest E.	M.A.	Education	6660.00	7200.00

\*plus housing valued at \$50.00 per calendar month.

Name	Academic Degree	Department	Salary 1959-1960	Salary 1960-1961
<u>Assistant Professors (Continued)</u>				
<sup>3</sup> Perry, Warren S.	M.S.	Business Education	\$7020.00	\$7200.00
Richards, Doris	M.S.	Speech	6300.00	7200.00
Schmidt, Else A.	Ph.D.	Geography	6300.00	7200.00
Sheveland, Alice	M.A.in Ed.	Education	7020.00	7200.00
Udstuen, Sadie B.	M.A.	Education	6660.00	7200.00
Bradford, Margaret	M.S.	Home Economics	6300.00	7020.00
Brooks, Robert A.	M.S.	Mathematics	6840.00	7020.00
Crews, Warren S.	M.S.in Ed.	Health & P.E.	6660.00	7020.00
Mizer, Orrin G.	M.A.	Biological Science	6480.00	7020.00
Rives, Stanley G.	M.S. in Ed.	Speech	6120.00	7020.00
Rowe, James E.	M.S.	Mathematics	6840.00	7020.00
Sample, Roy	M.Ed.	Art	6840.00	7020.00
Searight, Thomas K.	Ph.D.	Geography	6840.00	7020.00
<sup>1</sup> Soellner, Dorothy	A.M.	English	6480.00	7020.00
Tarrant, Thalia J.	A.M.	Social Science	6480.00	7020.00
Terwilliger, John B.	M.M.	Music	6480.00	7020.00
Trotter, John E.	S.M.	Geography	6840.00	7020.00
Bass, B. H.	M.S. in Ed.	Health & P.E.	6480.00	6840.00
Engberg, Edna E.	M.Ed.	Health & P.E.	6300.00	6840.00
Harris, Archie	M.A.	Health & P.E.	6480.00	6840.00
Hartman, Charles H.	M.A.	Industrial Arts	6660.00	6840.00
Lilly, Lois	M.S.	Education	6300.00	6840.00
Wesle, John	M.A.	Art	6660.00	6840.00
Brown, Herbert	Ph.D.	Agriculture	6480.00	6660.00
Chasson, Robert M.	Ph.D.	Biological Science	6480.00	6660.00
<sup>4</sup> Schlaeger, Margaret	M.A.	English	6120.00	6300.00
Davidson, Keith C.	M.A.	Speech	6480.00	6660.00
Floyd, Thomas W.	M.S.	Education	6480.00	6660.00
Natale, Joseph M.	M.S.	Art	6120.00	6660.00
Oyakawa, Evan K.	Ph.D.	Biological Science	6480.00	6660.00
Casey, John P.	M.Ed.	Education	6300.00	6480.00
<sup>4</sup> Edwards, Thomas F.	M.A. in Ed.	Physical Science	6120.00	6480.00
Erbe, Gertrude	M.M.	Music	5940.00	6480.00
Ivey, Ruth A.	M.A.	English	6300.00	6480.00
James, Jeannie H.	M.S.	Home Economics	6300.00	6480.00
Retzer, Kenneth A.	M.Ed.	Mathematics	6300.00	6480.00
Soderberg, George A.	M.A.	Speech	6300.00	6480.00
May, Denton B.	M.A.	English	6120.00	6300.00
Morden, John G.	M.A.	English	6120.00	6300.00
Bauer, Harold E.	M.M.	Music	5940.00	6120.00
Parker, Louise O.	M.P.H.	Health Education	5940.00	6120.00
Vacancy (vice Levin)		Health & P.E.		6840.00
Vacancy (vice Nieburg)		Social Science		6300.00
Vacancy (vice Phillips)		Education		7020.00
Vacancy (vice McEvoy)		Education		7020.00
Vacancy (vice Dooley)		Library		7020.00
Vacancy (vice Pohle)		Library		7200.00
Vacancy (new)		Biological Science		7200.00
Vacancy (new)		Education (U. High)		7200.00
Vacancy (vice substitute)		English		7200.00
Vacancy (new)		English		7200.00
Vacancy (new)		English		7200.00
Vacancy (new)		Foreign Language		7200.00
Vacancy (vice substitute)		Health & P.E. (Women)		7200.00
Vacancy (new)		Music		7200.00
Vacancy (vice substitute)		Social Science		7200.00
Vacancy (new)		Social Science		7200.00
Vacancy (new)		Speech		7200.00
Vacancy (vice substitute)		Library		7200.00
Vacancy (new)		Library		7200.00
Vacancy (vice substitute)		Industrial Arts		7200.00
Vacancy (vice substitute)		Education & Psychology		7200.00



Name	Academic Degree	Department	Salary 1959-1960	Salary 1960-1961
<u>Instructors</u>				
Benjamin, Paul K.	M.A.	Health & P.E.	\$6300.00	\$7020.00
Brubeck, James F.	M.A.	Business Education	6480.00	7020.00
Brush, Robert J.	Ed.M.	Physical Science	6840.00	7020.00
Carroll, Conrad E.	M.A.	Mathematics	6480.00	7020.00
Cramer, Robert L.	M.S. in Ed.	Physical Science	6480.00	7020.00
Howard, Josephine	M.A.	Education	6840.00	7020.00
<sup>1</sup> Jackson, Harry O.	M.S. in Ed.	Biological Science	7020.00	7020.00
Legg, Lewis L.	M.A. in Ed.	Physical Science	6300.00	7020.00
<sup>1</sup> Martin, Marjorie F.	M.S. in Ed.	Health & P.E.	6300.00	7020.00
Prince, Frances D.	M.A.	Education	6120.00	7020.00
Schultze, Luella E.	A.M.	Education	6120.00	7020.00
Shea, Grace R.	M.A., R.N.	Health Education	7020.00	7020.00
Upton, Charlotte M.	M.S. in Ed.	Home Economics	6120.00	7020.00
Beggs, Barbara Ann	M.A.	Education	5940.00	6840.00
Cox, Dorothy	M.A.	Education	6300.00	6840.00
Dowdall, Leven M.	M.S. in Ed.	Industrial Arts	6660.00	6840.00
<sup>4</sup> Grupp, Stanley E.	M.A.	Social Science	6120.00	6840.00
Legge, William	M.S. in Ed.	Education	6480.00	6840.00
Niemi, Edwin E.	A.M.	Art	6300.00	6840.00
Prastein, Matthew	M.S.	Physical Science	6660.00	6840.00
Rex, Evelyn	M.A.	Education	5940.00	6840.00
Sharkey, Frank E.	M.A.	Industrial Arts	6480.00	6840.00
Wooley, Ethel	M.A.	Education	6660.00	6840.00
Blackburn, Jack	M.A.	Education	6480.00	6660.00
Fagerburg, Dorothy S.	A.M.	Library	5940.00	6660.00
Gallagher, Mary G.	M.M.	Music	5940.00	6660.00
O'Brien, Alice	M.S. in Ed.	Education	6300.00	6660.00
Ragouzis, Perry N.	M.F.A.	Art	3300.00	6660.00
Sanders, Herbert C.	M.M.	Music	6480.00	6660.00
Schurr, Evelyn L.	M.S.	Health & P.E.	6480.00	6660.00
Scott, Jimmy D.	M.S. in Ed.	Health & P.E.	6120.00	6660.00
Truex, Wayne O.	M.S.	Health & P.E.	6300.00	6660.00
Baucom, Adrian	M.A.	Mathematics	6300.00	6480.00
Butt, Jack D.	M.S.	Health & P.E.	6300.00	6480.00
Clark, Faith	M.A.	Health & P.E.	5580.00	6480.00
Foreman, Jeanne Anne	M.A.	Foreign Language	5760.00	6480.00
Gray, Charles E.	M.A.	Social Science	6300.00	6480.00
Lee, William J.	M.F.A.	Art	6300.00	6480.00
Lidh, William R.	M.S.	Art	6300.00	6480.00
Newby, Richard L.	M.S.	English	5940.00	6480.00
Parsell, Roger E.	M.A.	English	5760.00	6480.00
Sailors, Barbara	M.A.	Health & P.E.	6300.00	6480.00
Whited, Robert R.	M.S.	Music	5940.00	6480.00
Woodson, Betty	M.A.	Education	6300.00	6480.00
Fischer, Raymond L.	M.S. Ed.	Speech	5940.00	6300.00
Ledbetter, Kenneth L.	M.A.	English	6120.00	6300.00
Parker, Donald R.	M.P.H.	Health Service	5940.00	6300.00
Boaz, Mary Evelyn	M.S.	Home Economics	5940.00	6120.00
Friedel, Jean	M.S. in Ed.	Health & P.E.	5940.00	6120.00
Jacobs, Dorothy	Education	A.M.	5940.00	6120.00
Midtlyng, Joanna	M.S.	Health & P.E.	5220.00	6120.00
Riley, Helen Jean	M.S. in Ed.	Health & P.E.	5940.00	6120.00
Williams, Gwendolyn	M.A.	English	5760.00	6120.00
Jones, Lucile Q.	M.S. in Ed.	Education	5760.00	5940.00
Maddocks, Jane	M.A.	English	5760.00	5940.00
Weiser, Ida G.	M.S.	Education	5760.00	5940.00
Grotzinger, Laurel A.	A.M.L.S.	Library	4860.00	5760.00
Workman, Donna Jo	M.A.	Health & P.E.	5400.00	5580.00
Simon, Barbara L.	M.S. in L.S.	Library	4500.00	4680.00



Name	Academic Degree	Department	Salary 1959-1960	Salary 1960-1961
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Instructors (continued)

Vacancy (vice Goehe)		Speech		\$5580.00
Vacancy (vice Irvin)		Health & P.E.		5580.00
Vacancy (vice E. Lawrence)		Education		6300.00

Faculty Assistants

Browne, Mary	A.B.	Education	\$2790.00	3060.00
Smith, Sonia	B.S. in Ed.	Men's Residence Hall	2520.00	2610.00

J. Ten Months Appointments

1. The following dormitory directors are recommended for employment in regular positions as indicated for a ten months period beginning September 1960.

Elmendorf, Mary E.	M.A.	Walker Hall	*5200.00	*5600.00
Holliday, Bernice	B.Ed.	Fell Hall	*5200.00	*5400.00

\*Plus maintenance

K. Eleven Months Appointments

1. The following heads of departments and directors of divisions are recommended for employment in regular positions as indicated for an eleven months period beginning September 1960.

Horton, Clifford E.	Ed.D.	Health & P.E.	12540.00	13640.00
Stombaugh, Ray M.	Ph.D.	Industrial Arts	12320.00	13200.00
Hoover, F. Louis	Ed.D.	Art	11660.00	12760.00
Kinneman, John A.	Ph.D.	Social Science	11880.00	12760.00
Toll, Lewis R.	Ph.D.	Business Education	11880.00	12540.00
Watterson, Arthur W.	Ph.D.	Geography	11440.00	12540.00
Davis, Florence	Ph.D.	Home Economics	11440.00	12320.00
Kelly, Ellen D.	Ph.D.	Health & P.E.	11440.00	12320.00
McCormick, Clyde T.	Ph.D.	Mathematics	11440.00	12320.00
Rilett, R. Omar	Ph.D.	Biological Science	11440.00	12320.00
Rye, Howard H.	Ed.D.	Music	11440.00	12320.00
Woods, Harvey S.	Ph.D.	Agriculture	11440.00	12320.00
Nance, Helen M.	Ph.D.	Education	11660.00	12320.00
Phelps, Harold R.	Ph.D.	Education	11440.00	11880.00
White, Charles A.	Ph.D.	Speech	11000.00	11880.00
Philpot, Frank N.	Ed.D.	Education	11220.00	11660.00
Taylor, Glenn J.	Ph.D.	Speech	11000.00	11440.00
Ryder, Bernard	Ph.D.	Physical Science	10120.00	11220.00
Smith, Ralph	Ph.D.	Radio & Television	9900.00	10340.00
Vacancy (Hiett)		English		11660.00
Vacancy (Whitten)		Foreign Language		11220.00

L. Twelve Months Appointments

1. The following persons are recommended for employment in regular positions as indicated for the calendar year September 1, 1960 to August 31, 1961, with salaries indicated at the extreme right, these appointments and salaries effective September 1, 1960.

Name	Academic Degree	Payroll Title	Position Nature of Work	Salary 1959-1960	Salary 1960-1961
Bone, Robert G.	Ph.D.	Professor	President	\$20,000	\$20,000
Larsen, Arthur H.	Ph.D.	Professor	Vice President Dean of Faculty	15,360	16,560

Name (Continued)	Academic Degree	Payroll Title	Position Nature of Work	Salary 1959-1960	Salary 1960-1961
Gibson, Harold E.	Ph.D.	Professor	Dir. of Bureau of Appointments	\$13,200	\$14,160
Belshe, Francis B.	Ph.D.	Professor	Dean of Undergraduate School	12,960	13,920
Johnson, Eric H.	Ph.D.	Professor	Admin. Asst. to the President	12,720	13,920
Sorensen, C. W.	Ph.D.	Professor	Dean of Grad. School	12,960	13,440
Hardy, C. W.	M.D.	Professor	Dir. of Univ. Health Service	11,760	12,960
Keaton, Anna L.	Ph.D.	Professor	Dean of Women	12,000	12,960
Lovell, Harry D.	Ph.D.	Professor	Prin. of Univ. H.S.	12,480	12,960
Replogle, Vernon L.	Ed.D.	Professor	Prin. of Metcalf Elem. School	12,480	12,960
Hertel, Robert R.	Ph.D.	Professor	Dir. of Libraries	12,240	12,720
Lauby, Cecilia J.	Ed.D.	Professor	Dir. of Professional Lab. Experiences	11,040	12,720
Brown, Francis	Ed.D.	Professor	Dir. of Univ. Exten. & Field Services	11,520	12,240
Hulet, Richard E.	Ph.D.	Assoc. Prof.	Dean of Men	11,040	12,240
Ivens, Howard J.	Ph.D.	Professor	*Acting Dir. of Admis- sions & Records (vice Brenneman)	11,520	12,240
Ensign, Preston	B.Ed.	Ex. Asst. Ed. & Ad.	Business Manager	11,040	12,000
Hancock, Howard J.	M.S.	Assoc. Prof.	Dir. of Athletics	11,760	11,760
Kaiser, Bruce T.	B.S.	Ex. Asst. Ed. & Ad.	Dir. of Student Union	10,800	11,760
Salowitz, Irving	M.D.	Assoc. Prof.	Asst. Dir. of Univ. Health Service	10,560	11,520
O'Connor, Burton L.	Ed.D.	Professor	Dir., Univ. High School Athletics	10,320	11,280
Hall, Gertrude M.	Ed.D.	Assoc. Prof.	Dir. of Publicity	10,080	10,800
Miller, M.L.	Ph.D.	Assoc. Prof.	Dir., Audio Visual Aids	10,560	10,800
Rickman, Lillie Mae	A.M.	Asst. Prof.	Assoc. Princ. of Metcalf Elem. School	10,560	10,800
Brenneman, Elsie	M.A.	Asst. Prof. Ex. Asst. Ed. & Ad.	Director of Admissions	9,840	1,760 (2 mos.)
P'Simer, Christine	Ph.D.	Assoc. Prof.	Asst. Dean of Women	8,880	10,080
Wade, Francis	M.A.	Asst. Prof.	Dir. of Alumni Services	9,360	10,080
Gillis, John W.	Ph.D.	Asst. Prof.	Asst. Dean of Men	9,600	9,840
Smith, Nelson	M.S.	Asst. Prof.	Dir. of Photographic Services	9,120	9,840
Steele, Russell	M.S. in Ed.	Asst. Prof.	Publicity-Health & P.E.	9,120	9,840
Honn, Max L.	M.S.	Instructor	Asst. Dir. of the Univ. Press	9,360	9,360
Kirchhoefer, Esther	M.A.	Instructor Ex. Asst. Ed. & Ad.	Registrar	9,360	9,360
White, William V.	M.S.	Instructor	Dir. of the Univ. Press	9,360	9,360
<sup>2</sup> Smith, Richard J.	M.S.	Asst. Prof.	Dir. of Men's Residence Halls	**8,400	**9,120
Terrill, Isabelle	A.M.	Asst. Prof.	Dir. of Univ. Housing	**8,880	**9,120
Melrose, Ferne M.	B.Ed.	Ex. Asst. Ed. & Ad.	Recorder	8,160	9,120
Claus, John	M.S.	Fac. Asst.	Agriculture, ISSCS	6,720	6,960
Eyestone, Lura M.	B.S.		Emerita Instructor	2,400	2,400

\* Change in assignments: Howard Ivens named Acting Director of Admissions and Records, over Registrar, Admissions Counselor, and Recorder.

\*\* Plus maintenance valued at \$80.00 per calendar month.

Name (Continued)	Academic Degree	Payroll Title	Position Nature of Work	Salary 1959-1960	Salary 1960-1961
Vacancy (vice Ivens) (See footnote page 291)			Dir. of Student Loans & Student Employment		\$10,320
Vacancy (vice Cross)			Off-Campus Housing		5,760
Vacancy (vice Mizer)			Asst. Prin., Children's School		8,640
Vacancy (vice Reusser, $\frac{1}{2}$ year)			Prin., Children's School		7,200

### III. OTHER SCHOOL EMPLOYEES

#### A. Resignations

1. Mr. Harold T. Austin, as Farm Manager, effective January 29, 1960, in order to accept other employment.
2. Mr. Robert W. Beals, as Assistant to the Director of the Student Union, effective February 26, 1960, in order to seek other employment.
3. Mrs. Willene Darlington, as Library Clerk II in Milner Library, effective January 8, 1960, for personal reasons.
4. Mrs. Kathryn E. Deavers, as Cashier I in the Business Office, effective February 26, 1960, in order to join her husband in service.
5. Mrs. Phyllis B. Gumbrell, as Assistant Personnel II in the Test Service, effective January 29, 1960, due to illness in the family.
6. Miss Freda L. Judge, as Clerk Stenographer I in the Office of the Dean of the Faculty, effective February 5, 1960, in order to accept other employment.
7. Mrs. Helen M. Killian, as Clerk Stenographer II in the Department of Education and Psychology, effective February 1, 1960, for personal reasons.
8. Mr. Stanley Kistner, as Maintenance Worker, effective April 12, 1960, in order to accept other employment.
9. Mrs. Joyce Reeser, as Clerk Stenographer I in the Metcalf School, effective February 26, 1960, for health reasons.
10. Mrs. Carol Ann Schomas, as Clerk Typist I in the Department of Health and Physical Education for Men, effective January 22, 1960, for health reasons.
11. Mrs. Alma Shipley, as Janitress, effective January 4, 1960, due to illness.

#### B. Dismissal During Probationary Period

1. Mr. Kenneth Karr, Assistant to the Director of the Student Union, effective January 24, 1960, due to making gross mis-statements regarding information relevant to qualifications and work experience when making application for employment.

#### C. Disability Leave

1. Mr. Richard H. Meredith, Janitor, effective March 1, 1960, for an indefinite period.
2. Mrs. Lillian E. Ploense, Assistant Fountain Supervisor, effective from March 28, 1960 to May 28, 1960.

3. Mrs. Eva Thomas, Janitress, from March 10, 1960 to May 7, 1960.

D. Continuation of Disability Leave

1. Miss Edna L. Erickson, Clerk Stenographer III in the Department of Biological Science, from March 21, 1960 to May 20, 1960.
2. Mrs. Nora B. Miller, Cook, from March 18, 1960 to March 19, 1961.

E. Returning from Disability Leave

1. Mrs. Eva Thomas, Janitress, effective April 11, 1960.

F. Change in Salary Rate

1. Miss Bobbie Bailey, Janitress, from a salary rate of \$235.00 per month, to \$265.00 per month, effective February 17, 1960, due to satisfactory completion of probationary period.
2. Mr. Harry C. Barnhill, Janitor, from a salary rate of \$315.00 per month to \$345.00, effective January 7, 1960, due to satisfactory completion of probationary period.
3. Mr. Edward Black, Chief Clerk in the Audio Visual Office, from a salary rate of \$325.00 per month to \$335.00, effective January 1, 1960, due to satisfactory completion of probationary period.
4. Mr. Cleo Burke, Stationary Fireman Helper, from a salary rate of \$400.00 per month to \$425.00 per month, effective April 20, 1960, due to satisfactory completion of probationary period.
5. Mr. Richard C. Christianson, Carpenter, from a per hour rate of \$3.40 to \$3.50, \$595.00 per month, effective April 1, 1960.
6. Mr. Floyd Durlinger, Janitor, from a salary rate of \$315.00 per month to \$345, effective January 20, 1960, due to satisfactory completion of probationary period.
7. Mrs. Hilda Efford, Secretary (Stenographic) in the University High School, from a salary rate of \$325.00 per month to \$335.00, effective March 1, 1960, due to satisfactory completion of probationary period.
8. Mrs. Alice Forrest, Clerk Stenographer II in the Office of the Department of Business Education, from a salary rate of \$240.00 per month to \$250.00, effective March 1, 1960, due to satisfactory completion of probationary period.
9. Mrs. Joyce Fredericks, Clerk Stenographer II in the Department of Biological Science, from a salary rate of \$230.00 per month, to \$240.00 per month, effective April 1, 1960, due to satisfactory completion of probationary period.
10. Miss Judy Gaines, Clerk Stenographer II in the Department of Agriculture, from a salary rate of \$240.00 per month to \$250.00, effective February 1, 1960, due to satisfactory completion of a probationary period.
11. Mr. Arthur L. Garrison, Plumber, from a per hour rate of \$3.70 to \$3.80, \$646.00 per month, effective March 1, 1960.
12. Mr. Donald K. Hastings, Swimming Pool Tender, from a salary rate of \$325.00 per month to \$355.00, effective March 11, 1960, due to satisfactory completion of probationary period.



13. Mrs. Margaret Hughes, Clerk Stenographer III in the Student Union, from a salary rate of \$265.00 per month to \$280.00, effective March 1, 1960, due to satisfactory completion of probationary period.
14. Mrs. Elaine Johnson, Clerk Typist I in the Office of the Dean of Men, from a salary rate of \$210.00 per month to \$220.00, effective February 1, 1960, due to satisfactory completion of probationary period.
15. Mr. Francis J. Leary, Carpenter, from a per hour rate of \$3.40 to \$3.50, \$595.00 per month, effective April 1, 1960.
16. Mr. Harold Lower, Carpenter, from a per hour rate of \$3.40 to \$3.50, \$595.00 per month, effective April 1, 1960.
17. Mrs. Marie McElhiney, Accounting Clerk I in the Business Office, from a salary rate of \$250.00 per month to \$260.00, effective March 1, 1960, due to satisfactory completion of probationary period.
18. Mr. Robert Nickrent, Carpenter, from a per hour rate of \$3.40 to \$3.50, \$595.00 per month, effective April 1, 1960.
19. Mrs. Nancy Peirce, Clerk Typist II in the University Health Service, from a salary rate of \$230.00 per month to \$240.00, effective March 1, 1960, due to satisfactory completion of probationary period.
20. Mr. Carlton M. Remsburg, Electrician, from a per hour rate of \$3.45 to \$3.65, \$620.50 per month, retroactive to October 12, 1959.
21. Mrs. Rosamond Robbins, Assistant Fountain Supervisor in the Student Union, from a salary rate of \$240.00 per month to \$250.00, effective February 1, 1960, due to satisfactory completion of probationary period.
22. Miss Ruth Springer, Clerk Stenographer III in the Division of Special Education, from a salary rate of \$285.00 per month to \$300.00 per month, effective April 1, 1960, due to satisfactory completion of probationary period.
23. Mr. James W. Stewart, Utility Laborer, from a salary rate of \$325.00 per month to \$340.00, effective April 1, 1960, due to satisfactory completion of probationary period.
24. Miss Phyllis Stiegelmeier, Accountant II in the Business Office, from a salary rate of \$400.00 per month to \$430.00, effective January 1, 1960, due to satisfactory completion of probationary period.
25. Mr. Barth Weistart, Accountant I in the Business Office, from a salary rate of \$400.00 per month to \$430.00, effective February 1, 1960, due to satisfactory completion of probationary period.
26. Mrs. Lorna Winnell, Switchboard Operator, from a salary rate of \$220.00 per month to \$230.00, effective March 1, 1960, due to satisfactory completion of probationary period.
27. Mr. Christian D. Zimmerman, Electrician, from a per hour rate of \$3.45 to \$3.65, \$620.50 per month, retroactive to October 12, 1959.

G. Change in Classification and Salary Rate

1. Mr. Robert Poole, Food Service Supervisor at a salary rate of \$375.00 per month, to Assistant Food Production Manager at a salary rate of \$410.00 per month, effective March 1, 1960, due to added responsibility in managing the Student Union cafeteria and catering operations.

#### H. Appointments (Replacement)

1. Mr. Henry W. Anderson, as Assistant to the Director of the Student Union, at a salary rate of \$525.00 per month, effective April 4, 1960, to take the place of Mr. Robert W. Beals, resigned.
2. Mrs. Jolly H. Crist, as Clerk Stenographer II in the Office of the Department of Education and Psychology, at a salary rate of \$245.00 per month, effective February 3, 1960, to take the place of Mrs. Helen Killian, resigned.
3. Miss Bonnie J. Dawson, as Clerk Stenographer I in the Metcalf School, at a salary rate of \$215.00 per month, effective February 29, 1960, to take the place of Mrs. Joyce Reeser, resigned.
4. Mrs. Loretta L. Dodson, as Clerk Stenographer II in the Office of the Dean of the Faculty, at a salary rate of \$250.00 per month, effective February 22, 1960, to take the place of Miss Freda Judge, resigned.
5. Mr. Henry S. Hocenic, as Janitor, at a salary rate of \$315.00 per month, effective February 15, 1960, to take the place of Mr. Richard H. Meredith, on leave.
6. Mr. Kenneth E. Karr, as Assistant to the Director of the Student Union, at a salary rate of \$450.00 per month, effective December 14, 1959, to take the place of Mr. Robert Beals, resigned.
7. Mr. Herbert J. Kleine, as Chef at the Student Union, at a salary rate of \$300.00 per month, effective February 17, 1960, to take the place of Mr. Robert Poole, promoted to Assistant Food Production Manager.
8. Mrs. Cecile R. McCarthy, as Library Clerk II, at a salary rate of \$240.00 per month, effective January 15, 1960, to take the place of Mrs. Willene Darlington, resigned.
9. Mr. James C. McKee, as Farm Manager, at a salary rate of \$450.00 per month, effective March 1, 1960, to take the place of Mr. Harold T. Austin, resigned.
10. Mrs. Elsie F. Mendenhall, as Clerk Typist II in the Department of Health and Physical Education for Men, at a salary rate of \$240.00 per month, effective January 18, 1960, to take the place of Mrs. Carol Schomas, resigned.
11. Mrs. A. Marie Pattison, as Photographer I in the Publicity Office, at a salary rate of \$245.00 per month, effective January 13, 1960, to take the place of Mr. Hyle Atkins, resigned.
12. Mrs. Doris Louise Reeves, as Cashier I in the Business Office, at a salary rate of \$240.00 per month, effective March 17, 1960, to take the place of Mrs. Kathryn Deavers, resigned.
13. Mrs. Donna E. Swart, as Food Service Office Assistant in the Student Union, at a salary rate of \$235.00 per month, effective February 8, 1960, to take the place of Mrs. Lena Porter, on temporary appointment.
14. Mr. Clifford C. Wright, as Assistant Fountain Supervisor, in the Student Union, at a salary rate of \$250.00 per month, effective March 30, 1960, to take the place of Mrs. Lillian E. Floense, on leave.

#### I. Appointment (New Position)

1. Mrs. Florence O'Connell, as Clerk Typist II in Milner Library, at a

salary rate of \$250.00 per month, effective April 7, 1960. (Board Report, February 15, 1960, III, A, 1.)

J. Classified Employees for 1960-1961

1. The following Civil Service employees on a basis not to exceed twelve months, for the period beginning July 1, 1960, unless otherwise stated, and arranged in alphabetical order within classifications, are recommended for employment at salaries indicated.

Position Number # (I-CS)	Name	Office	Salary 1959-1960 Mo.	Salary 1960-1961 Mo.
<u>Accountant II (\$400-\$600)*</u>				
180	Stiegelmeier, Phyllis	Business	\$430	\$470
<u>Agent, Purchasing (\$475-\$750)</u>				
278	Burns, Harold	Business	675	750
<u>Auditor, Internal (\$450-\$700)</u>				
308	Walker, John	Business & Bookstore	585	660
<u>Cashier III (\$350-\$550)</u>				
37	Roseman, Ferne	Business	495	525
<u>Clerk, Administrative (\$350-\$500)</u>				
3	Boundy, Lottie	Dean	475	500
<u>Clerk, Chief (\$325-\$450)</u>				
179	Black, Edward	Audio-Visual	335	360
20	Blake, Carol	Bureau of Appointments	385	425
12	Reilly, Marie	Dean of Women	415	450
6	Ritchie, Florence	Admissions	415	440
25	Van Beynen, Mardelle	Alumni	420	450
<u>Examiner, Assistant (\$350-\$500)</u>				
311	Wallace, Ferne	Registrar	430	460
<u>Manager, Assistant Business (\$500-\$800)</u>				
277	Sealock, John	Business	740	800
<u>Manager, Farm (\$350-\$500)</u>				
144	McKee, James	University Farm	450	485
<u>Manager, Food Service (\$475-\$750)</u>				
165	Bradford, Alice	Food Service	720	750
<u>Nurse, Head Health Service (\$350-\$500)</u>				
74	Weber, Gyneth	Health Service	465	480
<u>Officer II, Personnel (\$475-\$750)</u>				
270	Wiant, David	Personnel	675	750
<u>Secretary (Stenographic) (\$325-\$550)</u>				
18	Efford, Hilda	U.High	335	410
303	Gesell, Pauline	Graduate Dean	375	400
2	Heinecke, Dorothy	President	495	540
13	McKenna, Helen	Housing	355	420

#The designation I-CS is used for Civil Service positions with the "I" designating Illinois State Normal University, and "CS" meaning Civil Service. This designation ordinarily precedes all numbers for employees when referred to separately.

\*Ranges subject to approval of Merit Board.

Position Number #(1-CS)	Name	Office	Salary 1959-1960 Mo.	Salary 1960-1961 Mo.
<u>Secretary (Stenographic) (\$325-\$550) (Continued)</u>				
17	McQueen, Oressa	Metcalf School	415	445
15	Richardson, Dorothy	Dean of Men	410	450
41	Wall, Mary Ann	Business	325	350
<u>Secretary (Transcribing) (\$325-\$550)</u>				
5	Cottone, Pauline	Dean	460	530
26	Robinson, Janice	Field Services	350	390
<u>Secretary, Administrative (Stenographic) (\$450-\$700)</u>				
1	King, Dorothy	President	630	700
<u>Superintendent of Buildings (\$400-\$600)</u>				
87	Butler, John H.	Physical Plant	535	600
<u>Superintendent of Buildings and Grounds (\$475-\$750)</u>				
84	Lawson, W. P.	Physical Plant	700	750
<u>Supervisor, Duplicating Service (\$350-\$550)</u>				
47	Russell, Helen	Duplicating	480	530
<u>Supervisor, Mailing Service (\$300-\$400)</u>				
276	Fiorini, Louis	Mailing Room	355	375
44	Fitzgerald, Russell	Mailing Room	375	385
<u>Assistant II, Personnel (\$250-\$325)</u>				
295	Hougham, Yvonne	Personnel	290	325
201		Testing	260	260
<u>Assistant I, Purchasing (\$300-\$400)</u>				
39		Business	345	345
<u>Attendant, Women's Locker Room (\$200-\$275)</u>				
305	Jordan, Melba	Health & P.E.	255	270
<u>Cashier I (\$225-\$300)</u>				
178	Reeves, Louise	Business	240	260
<u>Clerk II (\$200-\$275)</u>				
283	Marple, Pat	Business	210	240
<u>Clerk III (\$250-\$325)</u>				
230	Shoup, Evelyn	Audio-Visual	300	325
<u>Clerk II, Accounting (\$275-\$350)</u>				
274	Harris, Margaret	Business	310	350
<u>Clerk II, Library (\$225-\$300)</u>				
52	Einhorn, Louise	Milner Library	250	280
255	McCarthy, Cecile	Milner Library	240	270
51	Temple, Katherine	Milner Library	230	260
<u>Chief Clerk, Library (\$325-\$450)</u>				
50	Clem, Ruth	Milner Library	400	450
<u>Clerk Stenographer I (\$200-\$275)</u>				
28	Dawson, Bonnie	Metcalf School	215	240
300	Dawson, Joanne	President	220	260
4	Leggett, Marilyn	Dean	215	265
282	Treash, Mary Ann	Recorder	215	250



Position Number #(1-CS)	Name	Office	Salary 1959-1960 Mo.	Salary 1960-1961 Mo.
<u>Clerk Stenographer II (\$225-\$325)</u>				
38	Allen, Marcella	Business	\$305	\$325
240	Bates, Irene	Publicity	265	310
287	Berck, Naomi	Housing	260	290
251	Birkey, Joanne	Off Campus Student Teaching	255	280
233	Crist, Jolly	Education & Psychology	245	270
231	Cusey, Mary Ann	Math. & Phys. Sci.	250	285
314	Davis, Shirley	Milner Library	230	255
288	Dodson, Loretta	Dean	250	290
273	Evans, Joyce	Speech	250	275
285	Forrest Alice	Business Education	250	270
34	Fredericks, Joyce	Biological Science	240	260
309	Gaines, Judy	Agriculture	250	270
284	Guttschow, Virginia	English	255	295
9	Powell, Norma	Registrar	255	275
232	Reamer, Rae Ann	Home Ec. & Ind. Arts	240	260
228	Sampen, Eleanor	Geography	255	280
263	Stephenson, Betty	Music	300	325
<u>Clerk Stenographer III (\$275-\$375)</u>				
21	Fox, Sarah	Bureau of Appointments	350	375
156	Haug, Felice	Art	305	335
7	McGowan, Gloria	Admissions	305	350
247	Springer, Ruth	Special Education	300	325
19	Carver, Helen	Special Education	285	325
<u>Clerk I, Typist (\$185-\$250)</u>				
241	Edwards, Sally	Testing	210	250
16	Johnson, Elaine	Dean of Men	220	240
10	Reinkensmeyer, Pat	Recorder	225	245
<u>Clerk II, Typist (\$225-\$300)</u>				
29	Bacon, Burdetta	Special Education	255	275
234	Baker, Marilyn	Admissions	235	255
45	Black, Emma Jean	Business	275	300
310	Bourgerie, Katherine	For.Lang.& Publicity	250	265
254	Mendenhall, Elsie	Men's Physical Education	240	260
	O'Connell, Florence	Milner Library	250	250
83	Peirce, Nancy	Health Service	240	270
227	Priest, Pat	Social Science	260	290
149	Sparks, Elsie	Bureau of Appointments	240	270
253	Sperry, Norma	Alumni	255	280
252	Stegeman, Charlotte	Education	250	275
229	Timme, Charlotte	Physical Plant	240	270
150	Weirman, Yvonne	Registrar	260	300
<u>Clerk III, Typist (\$250-\$325)</u>				
33	Devlin, Jean	Women's Physical Education	295	325
221	Hayden, Ethel	Health Service	260	280
32	Werner, Joan	Men's Physical Education	260	275
<u>Engineer, Closed Circuit TV (\$325-\$450)</u>				
304	Kramer, Norman	Television	385	440
<u>Nurse, Health Service (\$300-\$400) (11 months)</u>				
81	Anderson, Ethel	Health Service	335	355
212	Boge, Margaret	Health Service	345	355
79	Campbell, June	Health Service	345	355
152	Fenton, Mina	Health Service	345	355
77	Littlefield, Pat	Health Service	345	355

Position Number #(1-CS)	Name	Office	Salary 1959-1960 Mo.	Salary 1960-1961 Mo.
<u>Nurseryman (\$325-\$450)</u>				
294	Bowman, Earl	Physical Plant	\$375	\$410
<u>Operator II, Bookkeeping Machine (\$250-\$325)</u>				
40	Aucutt, Bernadine	Business	315	325
<u>Operator I, Duplicating Machine (\$185-\$250)</u>				
242	Arends, Judith	Duplicating	210	240
<u>Operator II, Duplicating Machine (\$225-\$300)</u>				
48	Barney, Doris	Duplicating	275	300
49	Bryant, Marcia	Duplicating	275	300
<u>Operator, Switchboard (\$200-\$275)</u>				
27	Curby, Beverly	Switchboard	255	260
256	Winnell, Lorna	Switchboard	230	250
<u>Recorder, Assistant (\$300-\$400)</u>				
R	Schad, Dorothy	Recorder	300	330
<u>Supervisor, Tabulating Machine (\$350-\$500)</u>				
46	Sears, Ferrell	Testing	460	500
<u>Technician, Lab and X-Ray (\$350-\$500)</u>				
208	Weber, Bernice	Health Service	415	425
<u>Technician, Electro-Acoustic (\$325-\$450)</u>				
301	Reynolds, C. Truman	Audio-Visual	380	410
<u>Technician, Musical Instrument (\$375-\$550)</u>				
271	Headley, Will	Music	485	525
<u>Technician I, Photographic (\$275-\$350)</u>				
298	Pattison, Marie	Publicity (75%time)	245	260
<u>Writer, Editorial (\$325-\$450)</u>				
297	Cross, Marjorie	Publicity	380	425
<u>*Accounting Clerk III (\$325-\$450)</u>				
R	Muench, Joan	Business	325	375

\*This is a new classification which is subject to the approval of the Merit Board.

- Classified employees for a period not to exceed twelve months beginning July 1, 1960, payable from Auxiliary Enterprises and Bond Revenue Funds.

Position Number (I-CS)	Name	Area	Salary 1959-1960 Mo.	Salary 1960-1961 Mo.
<u>Accountant I (\$325-\$450)</u>				
267	Weistart, Barth	Business Office	430	450
<u>Assistant to Director of Student Union (\$400-\$600)</u>				
264	Anderson, Henry	Student Union	525	525
<u>Director, Residence Hall (\$325-\$450)</u>				
14	Vissering, Harriet G.	Housing (10months)	355	400

Position Number (I-CS)	Name	Office	Salary 1959-1960 Mo.	Salary 1960-1961 Mo.
<u>Manager, Food Production (\$350-\$500)</u>				
56	Douglass, Rita	Fell Hall	\$430	\$460
257	Sleevar, Stanley	Walker Hall	450	500
<u>Manager, Assistant Food Production (\$325-\$450)</u>				
183	Arnold, Robert	Residence Hall	355	400
275	Poole, Robert	Student Union	410	445
<u>Supervisor, Fountain (\$350-\$500)</u>				
236	Kennedy, E. F.	Student Union	455	500
<u>Chef (\$300-\$400)</u>				
316	Kleine, Herbert	Food Service	300	300
<u>Assistant, Food Service Office (\$225-\$300)</u>				
71	Swart, Donna	Student Union	235	250
<u>Clerk III (\$250-\$325)</u>				
72	Robbins, Lucile	Food Service	300	310
<u>Clerk I, Accounting (\$225-\$300)</u>				
312	McElhiney, Marie	Business Office	260	275
<u>Clerk II, Accounting (\$275-\$350)</u>				
220	Colteaux, Adeline	Student Union	290	310
<u>Clerk III, Stenographer (\$275-\$375)</u>				
224	Hughes, Margaret	Student Union	280	300
<u>Laborer, Utility (\$325-\$450)</u>				
313	Stewart, James	Physical Plant	340	355
<u>Supervisor, Food Service (\$275-\$400)</u>				
57	La Croix, Ruth	Residence Hall	275	285
<u>Supervisor, Assistant Fountain (\$250-\$325)</u>				
291	Brimm, Marcia	Student Union	255	275
286	Ploense, Lillian	Student Union	255	270
289	Robbins, Rosamond	Student Union	250	270

3. Classified employees for whom salaries were covered by Union agreements which extend to June 30, 1961, payable from General Revenue Fund.

Position Number (I-CS)	Name	Salary 1959-1960 Month	Salary 1960-1961 Month
<u>Janitor</u>			
307	Barnhill, Harry C.	\$345.00	\$360.00
258	Cottone, Anthony F.	345.00	360.00
259	Dixon, Richard C.	345.00	360.00
89	Dunn, Ollie	345.00	360.00
306	Durflinger, Floyd E.	345.00	360.00
100	Gaines, Duane J.	345.00	360.00
153	Goben, Millard	345.00	360.00
93	Hunter, Eugene A., Jr.	345.00	360.00
90	Hunter, Eugene F., Sr.	345.00	360.00
191	Keiser, Louis F.	345.00	360.00
91	King, Edgar	345.00	360.00
186	Lee, Harvey	345.00	360.00

Position Number (I-CS)	Name	Salary 1959-1960 Mo.	Salary 1960-1961 Mo.
<u>Janitor (Continued)</u>			
245	Leuchtenberg, Wayne F.	\$345.00	\$360.00
107	Maddux, Guy M.	345.00	360.00
24	Mallory, Louis	345.00	360.00
92	Mays, Richard T.	345.00	360.00
105	Hocemic, Henry S.	315.00	330.00
			8/16/60-360.00
213	Moore, Sol, Jr.	345.00	360.00
238	Neal, Leonard E.	345.00	360.00
96	Scott, Willis	345.00	360.00
260	Snell, Melvin	345.00	360.00
261	Stearns, Sylvester A.	345.00	360.00
95	Thompson, Emmett	345.00	360.00
<u>Janitress</u>			
110	Bailey, Bobbie A.	265.00	270.00
268	Campbell, Olive	265.00	270.00
111	Dunn, Elmina	265.00	270.00
98	Dunn, Teresa	265.00	270.00
101	Ferguson, Jessie	265.00	270.00
104	Garver, Beulah	265.00	270.00
174	Halsey, Cleo C.	265.00	270.00
193	Miller, Beulah	265.00	270.00
97	Thomas, Eva	265.00	270.00
<u>Janitor Foreman</u>			
292	Schwoerer, Lambert	390.00	405.00
<u>Distribution Clerk</u>			
290	Rockel, Claude	350.00	365.00
<u>Groundsman</u>			
119	Collins, Thomas	345.00	360.00
279	Blunk, Raymond M.	345.00	360.00
120	Coon, Carl E.	345.00	360.00
185	Green, Grover	345.00	360.00
121	Hinthorn, George	345.00	360.00
123	Lanham, Paul	345.00	360.00
122	Mallory, George	345.00	360.00
<u>Grounds Gardener</u>			
126	Stowers, Walter F.	355.00	370.00
<u>Grounds Foreman</u>			
293	Erbe, John H.	390.00	405.00
<u>Policeman</u>			
113	Moews, Frank X.	360.00	375.00
262	Pattison, John W.	360.00	375.00
114	Raney, Robert	360.00	375.00
115	Schroeder, August C.	360.00	375.00
199	Wines, Marvin, Sr.	360.00	375.00
<u>Laundry Worker</u>			
143	Campbell, Lyda	275.00	280.00
142	Lamb, Minnie V.	275.00	280.00
<u>Laundry Foreman</u>			
141	Winstead, Eugene	345.00	360.00



Position Number (I-CS)	Name	Salary 1959-1960 Mo.	Salary 1960-1961 Mo.
<u>Driver</u>			
127	Hughes, Duane	\$385.00	\$400.00
128	Lanham, Clarence	385.00	400.00
<u>Assistant Farmer</u>			
23	Cole, Russell M.	310.00	335.00
146	Gillis, Ruel G.	310.00	335.00
148	Graves, Paul	310.00	335.00
145	Stiles, Fred	310.00	335.00
133	Stiles, Harold	310.00	335.00
154	Webster, Harold	310.00	335.00
<u>Maintenance Repairman</u>			
135	Johnson, James M.	365.00	380.00
<u>Maintenance Worker</u>			
239	Gaisford, LaVere W.	360.00	375.00
136	Henry, Ivo	360.00	375.00
272	Lohnes, George	330.00	
		360.00 5/2/60	375.00
<u>Maintenance Equipment Operator</u>			
226	Monical, William	360.00	375.00
225	Worthington, Willis	360.00	375.00
<u>Equipment Attendant</u>			
140	Farris, John B.	345.00	360.00
<u>Men's Locker Room Attendant</u>			
73	Bonds, Floyd J.	345.00	360.00
<u>Chief Plant Operating Engineer</u>			
85	Monninger, Robert C.	600.00	620.00
<u>Stationary Engineer</u>			
116	Craft, Eugene L.	505.00	525.00
173	Dithen, Arthur W.	505.00	525.00
<u>Stationary Fireman</u>			
222	Brady, James P.	450.00	470.00
117	Farmer, Roy R.	450.00	470.00
88	Kraatz, John A.	450.00	470.00
94	Thommen, Fred	450.00	470.00
<u>Stationary Fireman Helper</u>			
315	Burke, Cleo W.	425.00	445.00
<u>Tender, Swimming Pool</u>			
265	Hastings, Donald	355.00	370.00
<u>Electrician</u> (Prevailing Rate - \$3.65 per hour)			
237	Remsburg, Carlton	620.50	620.50
129	Zimmermann, Christian D.	620.50	620.50
<u>Painter</u> (Prevailing Rate \$3.30 per hour)			
131	Karr, Gordon D.	561.00	*561.00
130	Klawitter, Emil O.	561.00	*561.00
<u>Plumber</u> (Prevailing Rate \$3.80 per Hour)			
176	Garrison, Arthur L.	629.00	646.00

Position Number (I-CS)	Name	Salary 1959-1960 Mo.	Salary 1960-1961 Mo.
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Carpenter (Prevailing Rate \$3.50 per hour)

134	Christensen, Richard	\$578.00	\$595.00
132	Leary, Francis J.	578.00	595.00
151	Lower, Harold L.	578.00	595.00
280	Nickrent, Robert	578.00	595.00

\*Hourly rate change due July 1, 1960 not certified as of April 1, 1960

4. Classified employees for whom salaries were covered by Union agreements which extend to June 30, 1961, payable from Auxiliary Enterprises and Bond Revenue Funds.

Cook\*

58	Berry, Laura E.	240.00	250.00
60	Bigger, Mary E.	240.00	250.00
160	Cooper, Marie M.	220.00	235.00
219	Dixon, Gertrude	240.00	250.00
68	Gee, Dorothy A.	250.00	260.00
223	Goben, Thelma C.	240.00	250.00
62	Godby, Emma E.	220.00	235.00
196	Kidwell, Hazel M.	240.00	250.00
202	McLaughlin, Edith J.	240.00	250.00
195	Nelson, Agnes	240.00	250.00
218	Roy, Emma W.	240.00	250.00
67	Solomon, Imelda F.	240.00	250.00
217	Staffen, Gussie E.	240.00	250.00
69	Stricker, Edith M.	240.00	250.00
70	Winsett, Lena	250.00	260.00
269	Young, Lourie H.	220.00	235.00

Cook's Helper\*

65	Brennan, Fleeta C.	240.00	250.00
159	Collett, Beulah P.	215.00	230.00
209	Coon, S. Emily	230.00	240.00
64	Manuel, Chlora B.	240.00	250.00

Kitchen Laborer

296	Samuels, Carl	260.00	265.00
215	Thornton, Henry	230.00	
		260.00	5/11/60 265.00

Janitor

106	Buhl, Howard W.	345.00	360.00
216	Falgier, Stanley J.	345.00	360.00
102	Frisch, Clarence A.	345.00	360.00
184	Gaisford, Leroy	345.00	360.00
103	Huber, Charles	345.00	360.00
246	Jones, Milo L.	345.00	360.00
200	Lambert, Ralph	345.00	360.00
206	Rodman, Lynn	345.00	360.00
207	Samuels, Vernon L.	345.00	360.00
109	Seiler, George	345.00	360.00

Janitress

198	Abbott, Mildred R.	265.00	270.00
205	DeVore, Helen G.	265.00	270.00
266	Dill, Effie V.	265.00	270.00
192	Gaisford, Frances F.	265.00	270.00
155	Giles, Zennia L.	265.00	270.00

\*plus maintenance valued at \$30.00 per month.

Position Number (I-CS)	Name	Salary 1959-1960 Mo.	Salary 1960-1961 Mo.
<u>Janitress (Continued)</u>			
99	Lawyer, Margaret E.	\$265.00	\$270.00
108	Wookey, Harriet	265.00	270.00
<u>Laundry Worker</u>			
187	Ashenbremer, Mabel	275.00	280.00
188	Mallory, Viola F.	275.00	280.00
<u>Maintenance Repairman</u>			
139	White, William G.	365.00	380.00
<u>Painter</u>			
175	Degenhart, Charles	561.00	*561.00
172	Smith, Richard L.	561.00	*561.00

\*Hourly Rate Change due July 1, 1960 not certified as of April 1, 1960.

Robert G. Bone  
President

REPORT OF  
NORTHERN ILLINOIS UNIVERSITY

April 25, 1960

Enrollment, Second Semester, 1960				1958-59
				Total one year ago
Resident	Men	Women	Total	
<u>Undergraduates - full-time</u>				
Unclassified*	39	14	53	113
Post Graduates	-	-	-	1
Seniors	476	315	791	693
Juniors	477	345	822	876
Sophomores	499	512	1011	871
Freshmen	<u>671</u>	<u>946</u>	<u>1617</u>	<u>1548</u>
Total, full-time undergraduates	2162	2132	4294	4102
<u>Undergraduates - part-time</u>				
Unclassified*	14	36	50	30
Post Graduates	3	7	10	15
Seniors	14	75	89	81
Juniors	13	76	89	54
Sophomores	8	40	48	27
Freshmen	<u>44</u>	<u>51</u>	<u>95</u>	<u>88</u>
Total, part-time undergraduates	<u>96</u>	<u>285</u>	<u>381</u>	<u>295</u>
TOTAL, UNDERGRADUATES	2258	2417	4675	4397
<u>Graduate Students</u>				
Full-time	120	14	134	110
Part-time	<u>670</u>	<u>233</u>	<u>903</u>	<u>657</u>
Total, Graduate Students	<u>790</u>	<u>247</u>	<u>1037</u>	<u>767</u>
TOTAL RESIDENT STUDENTS	3048	2664	5712	5164
<u>Extension</u>				
Undergraduates	47	286	333	460
Graduates	<u>152</u>	<u>56</u>	<u>208</u>	<u>170</u>
Total, Extension Students	<u>199</u>	<u>342</u>	<u>541</u>	<u>630</u>
TOTAL RESIDENT AND EXTENSION	3247	3006	6253	5794
Duplicates between resident and extension students	<u>19</u>	<u>5</u>	<u>24</u>	<u>11</u>
GRAND TOTAL, EXCLUDING DUPLICATES	3228	3001	6229	4891
<u>University School</u>				
Elementary School	158	149	307	289
Junior High School	<u>126</u>	<u>109</u>	<u>235</u>	<u>257</u>
Total, University Schools	284	258	542	553

Enrollment - full-time equivalent on basis of 16 semester hours per student

	Men		Women		Total		1958-1959
	Indivi- duals	Full-time equiv.	Indivi- duals	Full-time equiv.	Indivi- duals	Full-time equiv.	One Year ago
Resident							
Graduates	790	266.9	247	61.1	1037	328	251
Undergrads	<u>2258</u>	<u>2184</u>	<u>2417</u>	<u>2188.9</u>	<u>4675</u>	<u>4372.9</u>	<u>4163</u>
Total Resident	3048	2450.9	2664	2250	5712	4700.9	4414

\*Unclassified indicates undergraduates who apparently are transients; they have not presented previous records from other schools for evaluation toward an N.I.U. degree. This designation was first used in the 1956 summer session.



Extension

Graduates	152	28.9	56	10.5	208	39.4	29
Undergrads	<u>47</u>	<u>8.75</u>	<u>286</u>	<u>57.6</u>	<u>333</u>	<u>66.35</u>	<u>85</u>
Total, Extension	<u>199</u>	<u>37.65</u>	<u>342</u>	<u>68.1</u>	<u>541</u>	<u>105.75</u>	<u>114</u>
Total, inc. duplicates							
on campus	3247	2488.55	3006	2318.1	6253	4806.65	4528
Less duplicates	<u>19</u>		<u>5</u>		<u>24</u>		

## GRAND TOTAL, EXC.

DUPLICATES	<u>3228</u>	<u>2488.55</u>	<u>3001</u>	<u>2318.1</u>	<u>6229</u>	<u>4806.65</u>	<u>4528</u>
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Enrollment -- Evening School\*

	<u>Undergraduates</u>	<u>Graduates</u>	<u>Total</u>	Total One Year Ago
Full-time	9	20	29	273 (undergrads)
Part-time	<u>312</u>	<u>847</u>	<u>1159</u>	658 (graduates)
Total, evening school	321	867	1188	including both full and part-time

\*These students have already been included in previous totals in this report.

## Day student with evening

and/or Saturday class	1681	91	1772
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Scholarships - Second Semester, 1960

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>One Year Ago</u>
<u>High School Scholarships</u>				
Undergraduates	392	1238	1630	1513
Graduates	<u>2</u>	<u>-</u>	<u>2</u>	<u>3</u>
	394	1238	1632	1516
<u>Veterans' Scholarships</u>				
Undergraduates	229	-	229	201
Graduates	<u>263</u>	<u>1</u>	<u>264</u>	<u>229</u>
	492	1	493	430
<u>Legislative Scholarships</u>	<u>16</u>	<u>11</u>	<u>27</u>	<u>-</u>
GRAND TOTAL	902	1250	2152	1946

Students Who Paid Full Fee - 1960

	<u>Second Semester</u>	<u>1959</u>
Number of students who paid the full fee	4428	4212
Number of students who paid the part fee	<u>1284</u>	<u>952</u>
	5712	5164

Extension Enrollment - Second Semester, 1960

<u>Course</u>	<u>Location</u>	<u>Men</u>	<u>Women</u>	<u>Total</u>
Art 303	Rockford	1	22	23
Business Education 346	Sterling	4	12	16
Business Administration 455	Waukegan	8	3	11
Earth Science 202	Maywood	9	8	17
Education 361	Waukegan	2	22	24
Education 400	Rockford	5	19	24
Education 406	Lombard	5	42	47
Education 430	Rock Island	13	5	18
Education 460	Woodstock	15	12	27
Education 490-5	Lombard	2	25	27
Education 500	Joliet	26	4	30
Education 542	Arlington Heights	26	6	32
Education 556; 603	Freeport	10	13	23
Education 572	Aurora	23	10	33
Home Economics 325; 450	Belvidere	-	16	16

History 221	Rockford	3	8	11
Industrial Arts 342	Rockford	1	21	Taught ( 22
Industrial Arts 542	Rockford	2	1	jointly ( 3
Nursing Education 300	Sterling	-	21	21
Psychology 315	Sterling	5	29	34
Social Science 240	Waukegan	6	12	18
Social Science 315	Barrington	3	19	22
Social Science 422	Freeport	6	15	21
Social Science 584	Cicero	26	-	26
Speech 319 E	Waukegan	<u>1</u>	<u>11</u>	<u>12</u>
TOTAL . . . . .		202	356	558

## II. FACULTY

1. Appointments for first semester, previously approved by the board in November, 1959, to be continued if needed for the second semester.

Name	Rank	Monthly Rate	Total
<u>Department of Business Administration</u>			
Koach, John S.	Faculty Assistant	\$ 260	\$1170
<u>Department of English</u>			
Winters, Mrs. Marjorie	Instructor	160	720
<u>Department of History</u>			
Myers, Charles R.	Instructor	140	630
<u>Department of Mathematics</u>			
Wells, Mrs. Helen B.	Instructor	480	2160
<u>Department of Physical Education for Women</u>			
Dayton, Mrs. Marie R.	Faculty Assistant	270	1080

2. Medical Leave

Dr. Frederick G. Kent, associate professor, Department of Social Science, upon the advice of his doctor, from February 1 - April 8, 1960.

3. Return From Leave of Absence for Second Semester

Dr. Charles E. Howell, professor, director, Bureau of University Research, on leave first semester at full salary.

Miss Mildred Hillestad, assistant professor, Department of Business Education, on leave first semester without salary.

Miss Mary B. Swynehardt, assistant professor, University School, on leave first semester with full salary.

Miss Elsie Wiggert, assistant professor, Department of Art, on leave first semester with full salary.

Dr. Batatunde A. Williams, assistant professor, Department of Social Science, on leave first semester without salary.

4. On Leave of Absence for Second Semester With Full Salary

Dr. Paul S. Burtness, associate professor, Department of English, to Cambridge University, England for post-doctoral research.

Dr. Ruth Haddock, professor, dean of women, to Albert Schweitzer College, Switzerland, for post-doctoral study.

Dr. J. Robert Hains, professor, vice-president in charge of instruction, in the United States on selected campuses for administrative studies, for two months only.

5. New Degrees

Don W. Arnold, assistant professor, Department of Business Administration,  
Ph.D., State University of Iowa  
Mrs. Marguerite O'Connor, associate professor, Department of Education,  
Ph.D., Loyola University, Chicago  
James M. Ward, assistant professor, Department of Education,  
Ed.D., University of Texas

6. DeKalb Student Teaching Center - Summer Session, 1960

Miss Elvira Collin, M.A., lower grade supervising teacher, for eight weeks at a total salary of \$1040. Miss Collin is a regular teacher in the DeKalb city schools.

Mr. Irwin J. Cox, M.S., lower grade supervising teacher, for eight weeks, at a salary of \$1040. Mr. Cox is principal of a DeKalb city school and has served previously as supervising teacher for Northern.

Miss Louise Johnson, M.A., lower grade supervising teacher, for eight weeks at a total salary of \$1040. Miss Johnson is a regular teacher in the DeKalb city schools and has served previously as a supervising teacher for Northern.

Miss Aune Nieminen, M.S., lower grade supervising teacher, for eight weeks at a total salary of \$1040. Miss Nieminen is a regular teacher in the DeKalb city schools and has served previously as a supervising teacher for Northern.

Mr. George Riccio, M.S., lower grade supervising teacher, for eight weeks at a total salary of \$1040. Mr. Riccio is principal of a DeKalb city school.

7. Speech Rehabilitation Clinic - Summer Session, 1960

Miss Doris Lundstrom, M.A., supervising teacher in the Speech and Hearing Residential Center, one-half time for eight weeks at a salary of \$600. Miss Lundstrom is a regular teacher in the DeKalb city schools and has served previously as supervising teacher in the center.

8. Returning From Leaves of Absence

In April

Mr. Eldon Scriven, instructor, University Junior High School, leave without salary (January 1 - April 1) to participate in the Institute for Nuclear Studies, Oak Ridge, Tennessee.

In May

Dr. J. Robert Hains, professor, vice-president in charge of instruction, on leave at full salary for campus studies.

In June

Dr. Ledford J. Bischof, professor, Department of Psychology, on leave for the academic year at half salary for post-doctoral study.

Dr. Paul S. Burtness, associate professor, Department of English, on leave the second semester with full salary for post-doctoral research.

Dr. Ruth Haddock, professor, dean of women, on leave the second semester with full salary for post-doctoral study.

Miss Mildred Olson, assistant professor, Department of Physical Education for Women, on leave for the academic year 1959-1960 at half salary to work toward doctorate.

Mr. Lawrence Secrest, assistant professor, acting head of the Department of Industrial Arts, on leave for the academic year at half salary to work toward the doctorate.

#### In September

Mr. Charles E. Baker, assistant professor, Department of Music, on leave for the academic year without salary to complete requirements for the doctorate.

Dr. Harvey A. Feyerherm, professor, Department of Biological Sciences, on leave for the academic year without salary on a science teaching fellowship.

Mr. Donald R. Hammerman, instructor, Lorado Taft Field Campus, on leave for the academic year at half salary to complete requirements for the doctorate.

Mr. David H. Howard, assistant professor, Department of Social Sciences, on leave for the academic year without salary to complete requirements for the doctorate.

Miss Marion Sheriff, assistant professor, University School, on leave for the academic year without salary to complete work for the doctorate.

Mrs. May A. Westbrook, assistant professor, Department of Home Economics, on leave for the academic year without salary to complete work for the doctorate.

Mr. Robert H. Wilson, assistant professor, Department of English, on leave for the academic year at half salary to continue work toward the doctorate.

#### 9. Leave of Absence Without Salary - Summer, 1960

Miss Betty Shand, faculty assistant, head nurse, Student Health Clinic, for the period: July 11 - September 5, 1960.

#### 10. Extended Appointment

Miss Betty Irwin, faculty assistant, who will complete her assignment in the Bureau of University Research on July 1, to continue at her regular salary in the Office of the President from July 1 - August 12, 1960.

#### 11. Temporary Appointments

Mr. William H. Carter, instructor, Department of Business Administration, for the summer session only, at a salary of \$300 for two months, teaching part time. Mr. Carter has his bachelor's degree from Northern Michigan College of Education and his master's degree from the University of Michigan. He is currently employed as director of services, Waukegan Township High School. This is a temporary appointment.

Mr. William A. Herrmann, faculty assistant, acting resident advisor, West Neptune Residence Hall at a salary of \$460 per month plus maintenance beginning February 1, 1960 to June 15 and to continue for the summer session. Mr. Herrmann is a graduate of Northern where he is completing his master's degree. This is a temporary appointment.

Mr. David M. Lee, instructor, Department of Social Sciences, at a salary of \$150 per week, replacing Dr. Frederick G. Kent who is on medical leave from





Mrs. Jane Kiple, instructor, University Elementary School Library  
Mr. John S. Koach, faculty assistant, Dept. of Business Administration  
Mrs. Ruth Lloyd, instructor, University Elementary School  
Mrs. A. M. Loghry, instructor, residence advisor, Neptune North  
Mrs. Doris Ludeman, faculty assistant, University Junior High School  
Mr. Paul Lyddon, instructor, Department of Music  
Miss Sandra Madigan, instructor, Department of English  
Mr. Charles R. Meyers, instructor, Department of History  
Mr. Robert Nadeau, instructor, Department of Music  
Miss Donna Obrecht, faculty assistant, Physical Education for Women  
Dr. Bernard Oosting, professor, Dept. of Business Administration  
Mrs. Mary L. Poor, instructor, Department of Music  
Mrs. Helen B. Wells, instructor, Department of Mathematics  
Mrs. Mildred Winn, instructor, University Elementary School  
Mrs. Marjorie Winters, instructor, Department of English

17. Resignations

Dr. John E. Baker, associate professor, Department of Education, effective June 13, 1960.

Dr. M. Marie Bennett, professor, Department of Home Economics, effective June 13, 1960, to accept employment elsewhere.

Mr. Don M. Burks, assistant professor, Department of Speech, on leave without salary for two years, to continue work toward the doctorate, effective February 1, 1960.

Dr. Robert Esmond, assistant professor, Regional Services, effective May 1, 1960, to accept employment elsewhere.

Dr. Donald P. Henze, assistant professor, Department of Philosophy, effective June 13, 1960, to accept a position elsewhere.

Miss Frances P. Miller, assistant professor, Department of Education, effective June 13, 1960, to accept a position with the International Cooperative Administration in Brazil.

Dr. Marietta Sedlock, assistant professor, Department of Music, effective June 13, 1960.

Miss Mary A. Sinniger, instructor, University School, effective June 13, to be married.

Mr. James E. Vincent, instructor, Department of Speech, effective February 1, on leave without salary this year, to continue work toward the doctorate.

Mr. D. Anthony Wilson, instructor, University School, effective June 13, to devote full time toward work for the doctorate.

Mr. David Ray, instructor, Department of English, effective June 13, to accept a position at Cornell University.

18. Replacements

Dr. Archie O. Haugland, associate professor, Department of Music, replacing Dr. Birchard Coar who retired, at a salary of \$7560 for nine months beginning in September. Dr. Haugland has his bachelor's degree from Drake University, his master's from Northwestern University, and his doctorate from the Eastman School of Music. He has had ten years' teaching experience in New York and West Virginia, coming to Northern from a position at West Virginia University at Morgantown.

Dr. William C. Race, associate professor, Department of Music, replacing Mr. Paul Lyddon who was a temporary appointment, at a salary of \$7380 for nine months. Dr. Race will also teach during the summer session, 1960. He comes to Northern with ten years' college teaching experience in Colorado and Mississippi. He has his bachelor's degree as well as his master's from the University of Colorado and his doctorate from the University of Michigan. Dr. Race comes to Northern from a position at Mississippi State College for Women at Columbus.

19. New Appointment - Position Previously Approved by the Board

Mr. Alton S. Donnelly, assistant professor, Department of History, at a salary of \$6660 for nine months beginning in September, provided the doctorate is conferred by September 1, 1960. If the doctorate has not been awarded, his salary will be \$6120 for nine months. Mr. Donnelly has his bachelor's and master's degrees from the University of California, Berkeley, and is currently completing requirements for the doctorate there. He comes to Northern from a year of study in the Soviet Union and with teaching experience in California and Wisconsin.

20. Leaves of Absence Without Salary for the Academic Year 1960-1961

Dr. Robert A. Bullington, professor, Department of Biological Sciences, to accept an appointment with the Education Missions Branch of the Division of International Education in Southeast Asia. This request is tentative, depending upon confirmation from the Division of International Education. This leave may be extended for an additional year.

Mr. William G. Haendel, instructor, Department of Art, to study metal-working and silversmithing in England on a Fulbright scholarship. This request is tentative, depending upon confirmation of the Fulbright grant.

Mr. Kenneth H. Harmet, instructor, Department of Biological Sciences, to do research toward the doctorate on a Science Faculty Fellowship awarded by the National Science Foundation.

Mr. Roger A. Hufford, instructor, Department of Speech, to complete work for the doctorate at Southern Illinois University.

Dr. Wendell A. Lindbeck, professor, Department of Chemistry, for post-doctoral study at the University of California on a National Science Foundation fellowship.

Dr. John W. Lloyd, professor, Department of Social Science, for post-doctoral work in England under the auspices of the Conference Board of Associated Research Councils. Lectureship approved.

Mr. Joseph M. Vocolo, instructor, University School, to work as an exchange teacher in the overseas program under a Fulbright scholarship. This request is tentative, depending upon the awarding of the grant.

21. Leave of Absence Without Salary - January, 1961

Mr. Elmer J. Kuhn, instructor, University School, from January 1, 1961 to June 15, 1961 to complete residence requirements for the doctorate at Michigan State University. This date is requested because Michigan State operates on the quarter system.

22. Leaves of Absence at Half Salary for the Academic Year 1960-1961

Mr. Robert J. Brigham, assistant professor, Department of Physical Education for Men, to do graduate work leading toward the doctorate at Indiana University.



Miss Bernice Roth, assistant professor, director, University Testing Services (Student Personnel Services) to do graduate work at the University of Minnesota.

23. Leaves of Absence at Full Salary for One Semester, 1960-1961

Dr. Roy O. Burke, assistant professor, Department of Art, for the spring semester, 1961, to do advanced work in ceramics and painting at the University of Southern California provided he does not receive a Fulbright grant for the year. If the grant is awarded, Dr. Burke would like to request a leave for the academic year without salary.

Mr. J. Hal Connor, professor, director of professional publications, for the spring semester, 1961, to do research at the Universities of Dublin, Oxford, and Cambridge.

Dr. Edith H. Grotberg, associate professor, Department of Psychology, for the spring semester, 1961, to do post-doctoral clinical practice and training at the Elgin State Hospital.

Dr. Frederick G. Kent, associate professor, Department of Social Sciences, to spend the spring semester, 1961, doing post-doctoral work in political science at the University of Munich and the University of Vienna.

Dr. Virginia D. Moseley, assistant professor, Department of English, for the spring semester, 1961, to do post-doctoral research in the libraries of Dublin, Ireland.

Mr. Frederick A. Poor, assistant professor, Department of Business Administration, to spend the spring semester, 1961, completing the requirements for the doctorate at the University of Minnesota.

Dr. William R. Seat, Jr., associate professor, Department of English, for the autumn semester, 1960-1961, to do post-doctoral research in the museums and libraries of London.

Mr. George P. Stevens, assistant professor, Department of Earth Sciences, to spend the autumn semester, 1960-1961, at the University of Wisconsin completing work for the doctorate.

Dr. Maurice J. Weed, professor and head, Department of Music, for the spring semester, 1961, to do post-doctoral study at music centers in the United States.

24. Temporary Appointments - Summer Session, 1960

In connection with the Workshop on Foreign Languages (described under V, CURRICULUM) there will be one demonstration instructor and two faculty assistants for the summer session only. These persons are still to be appointed and names are not available at the time this report is being prepared.

25. Permission to Establish New Positions for 1960-1961

We should like to ask permission to establish the following new positions for the academic year 1960-1961:

1 - Education: Take care of an increased enrollment of approximately 50 students in the elementary education major

1 - Library Science: Enable the Department of Library Science to meet the new library science requirements for elementary majors

1 - Regional Services: To help with news service - person to be on the 11 months' basis beginning July 1, 1960



- 1 - Research: To meet increased work load. The Bureau of University Research has prepared major special reports such as space utilization, building and staff needs, salary studies, co-operative projects with other institutions, analyses of various programs, grade and drop-out studies, and numerous other studies.
- 1 - Co-ordinator for Midwest Council on Airborne Television Instruction: To prepare teachers for telecast program. (Details are given under CURRICULUM, V.)
- ½ - University Elementary School: To cover the elementary school French program which at present has a half-time French instructor and it is highly desirable to expand this to a full-time position.

26. Permission to Fill Positions

We should like to have permission to fill the following positions which were previously approved and currently listed in the internal budget for 1959-60:

- 1 - Business Administration
- 1 - Business Education
- 1 - Education
- 2 - English
- 1 - Health and Physical Education for Men
- 1 - Health and Physical Education for Women
- 1 - History
- 1 - Home Economics
- 1 - Lorado Taft Field Campus
- 1 - Mathematics
- 1 - Psychology
- 2 - Speech
- 1 - Student Personnel Services (Co-ordinator of Student Financial Aids)
- 1 - University Library

27. Positions Still to be Filled for 1960-1961

a) Positions approved but not yet filled

- 1 - Business Administration
- 1 - Geography
- 1 - Journalism
- 1 - Nursing Education
- 1 - Philosophy
- 2 - Physics
- 1 - Regional Services (assistant)
- 1 - Special Education Consultant
- 1 - Student Personnel Services (placement supervisor)

b) Replacements for Leave of Absence Positions

- 2 - Art: (Burke, tentative, spring semester; Haendel, tentative, academic year)
- 2 - Biological Sciences: (Harmet, academic year; Bullington, tentative, academic year)
- 1 - Business Administration: (Poor, spring semester)
- 1 - Chemistry: (Lindbeck, academic year)
- 3 - English: (Connor, spring semester; Moseley, spring semester; Seat, autumn semester)
- 1 - Geography: (Stevens, autumn semester)
- 1 - Music: (Weed, 2nd semester only)
- 1 - Physical Education for Men: (Brigham, academic year)
- 1 - Psychology: (Grotberg, spring semester)

- 2 - Social Sciences: (Kent, spring semester; Lloyd, tentative, academic year)
- 1 - Speech: (Hufford, academic year)
- 1 - Student Personnel Services: (Roth, academic year)
- 2 - University School: (Kuhn, 1/1961 - 6/15/61); (Vocolo, tentative, academic year)

c) Replacements - other reasons

- 1 - Biological Sciences: (Sharknas, released)
- 1 - Business Administration: (part-time persons)
- 1 - Education: (Frances Miller, resigned)
- 4 - English: (part-time persons; Nixon, temporary; Murren, temporary; Ray, resigned)
- 2 - History: (Putnam, Pringle - released)
- 1 - Home Economics: (M. Bennett, resigned)
- 2 - Mathematics: (part-time persons; Merkhofer, released)
- 1 - Philosophy: (Henze, resigned)
- 1 - Regional Services: (Esmond, resigned)
- 1 - Social Sciences: (Eliot, temporary)
- 1 - Speech: (O'Connell, retired)
- 3 - Student Personnel Services: (Hansen, Loghry, released; Herrmann, resigned)
- 2 - University Elementary School: (Winn, temporary; part-time persons)
- 4 - University Junior High School: (Burchard, temporary; part-time persons; Sinniger, resigned; D. Wilson, resigned)

28. Change of Status

After full consideration by the Personnel Committee (Administrative and Faculty Advisory Councils meeting together) we should like to submit for board approval, the change of status for faculty members as follows:

a) From Academic Staff to Student Personnel Services - 12 Months

Miss Bernice Roth - from the Department of Education to director, Testing Services (Student Personnel Services) for twelve (12) months beginning in September, 1960. Classification: assistant professor.

b) From Associate Professor to Professor

Dr. John G. Christiano, Department of Mathematics  
 Dr. Arnold Fox, Department of English  
 Dr. Louis Lerea, Department of Speech  
 Dr. Donald M. Murray, Department of English  
 Dr. J. Norman Parmer, Department of History  
 Dr. C. Milton Pike, Dean of Men  
 Dr. George S. Pritchard, Registrar  
 Dr. Damon Reach, Department of Education; Director, Summer Session  
 Dr. Robert M. Rodney, Department of English  
 Dr. Otho J. Quick, Department of Industrial Arts  
 Dr. Allen D. Weaver, Department of Physics

From Assistant Professor to Associate Professor

Dr. Don W. Arnold, Department of Business Administration  
 Dr. Robert D. Brown, Department of Industrial Arts  
 Dr. Mazhar Hasan, Department of Physics  
 Dr. Marion Hull, Department of Education  
 Dr. James G. Martin, Department of Social Sciences  
 Dr. Herbert F. Miller, Department of Mathematics  
 Dr. William K. Ogilvie, Department of Education  
 Dr. Minerva H. Pepinsky, Department of Music  
 Dr. George Senteney, Department of Industrial Arts  
 Dr. Walter Wernick, Department of Education

From Instructor to Assistant Professor

Mr. Howard W. Fletcher, Department of Physical Education for Men  
Mr. Donald R. Hammerman, Lorado Taft Field Campus  
Mr. Roger A. Hufford, Department of Speech  
Mr. Elmer J. Kuhn, University School  
Mr. Dale E. Lake, University School  
Mr. Vernon L. Ludeman, University School  
Miss Mary K. McCulloch, University School  
Miss Joan B. Rich, Department of Physical Education for Women  
Mr. Howard Vogt, University Library  
Mr. Robert Wittrup, University School

c) Advancement to Block "A"

Dr. Paul W. Crawford, Department of Speech  
Dr. Stuart D. Fink, Director, University Schools  
Dr. Howard W. Gould, Head, Departments of Chemistry and Physics  
Dr. Earl W. Hayter, Department of History  
Dr. Max S. Huebner, Director of Student Teaching  
Miss Bernice Roth, Director, Testing Services

Supporting statements for the above listed faculty members are as follows:

Recommendation for Promotion of Dr. Paul Crawford to Block "A"

Dr. Paul Crawford has served Northern for twenty years in the Department of Speech. His contributions to teaching, scholarship service to the University and in the general speech field, are unusually fine. In recent years he has assumed the leadership in the area of "public address" where he has received national recognition for his work with students. His most noteworthy contribution to speech and literature is the booklet entitled "The Lincoln-Douglas Debate at Freeport" - August 27, 1958. This booklet reflects Dr. Crawford's studious nature and scholarly approach to subjects in his field. We believe he is well qualified for advancement to Block "A".

Recommendation for Promotion of Dr. Stuart D. Fink to Block "A"

Dr. Stuart D. Fink, as director of the University Schools, has shown great ability as an organizer and administrator. He has given skilled guidance to the development of the new University Schools and the curriculum. He has served very ably as chairman of the Internal Budget Committee as well as the Space Committee. He devotes many hours of unselfish effort to the promotion of university welfare outside his own areas of responsibility. We believe that Dr. Fink is well qualified for advancement to Block "A".

Recommendation for Promotion of Dr. Howard W. Gould to Block "A"

During the thirty-three years that Dr. Howard W. Gould has served Northern, he has been head of the Physical Sciences Department, recently divided into the Departments of Chemistry and Physics both of which he now heads. The fact that Dr. Gould is a superior teacher and demonstrator of good teaching techniques is evidenced by his being the first to set up definite majors in chemistry and physics. He has served on many faculty committees, among them being the original Curriculum Committee, Salary Committee, the first Faculty Advisory Council, Graduate Council, and Senate. He also served as chairman of the Science Building Committee during its planning and construction. We believe that Dr. Gould is well qualified for advancement to Block "A".

Recommendation for Promotion of Dr. Earl W. Hayter to Block "A"

Dr. Earl W. Hayter, Department of History, is a mature and competent scholar and teacher of many years' experience. He has gained national recognition in his special field of United States agricultural history through his numerous publications. He is a prominent member of the faculty, serving in a positive way on the

Graduate Council, Athletic Board, and Space Committee. He works unselfishly for the welfare of the university, the advancement of the teaching profession, and the well-being of the community. We believe that Dr. Hayter is well qualified for advancement to Block "A".

Recommendation for Promotion of Dr. Max S. Huebner to Block "A"

Dr. Max S. Huebner, director of student teaching, has shown unusual ability in the direction of the complex program of student teaching and has worked with success in his relations with the many persons responsible to him for the quality of the student teaching program. He is at present engaged in an experimental project of developing student teaching programs for graduates of liberal arts colleges. Dr. Huebner has served for many years as secretary for the Northern Illinois Conference on Supervision which has conducted outstanding programs in the field of education. We believe that he is well qualified for advancement to Block "A".

Recommendation for Promotion of Miss Bernice Roth to Block "A"

Miss Bernice Roth has assumed the leadership of the testing program, has organized and conducted it in a very efficient manner. She has been a dedicated teacher in the Department of Education and tireless in her efforts to help students during the thirteen years she has served Northern. Beginning in September, 1960 Miss Roth will be director of the testing service. Currently she is a member of the Faculty Advisory Council, has served on the Faculty Manual Committee which is constantly revising faculty information, is a member of the New Students' Week Committee, and has always been ready and willing to be of assistance in many university enterprises. We believe that Miss Roth is well qualified for advancement to Block "A".

29. Faculty and Twelve Months' Payrolls - 1960-1961

We should like to present the faculty and twelve months' payrolls for 1960-1961. These have been considered by the Personnel Council composed of the Administrative and Faculty Advisory Councils at a meeting held on Saturday, March 26. The Personnel Council agreed on these salaries.

Faculty Payrolls - 1960-1961 -- Personal Services

Professors	Academic Degree	Department	Salary - 9 Months	
			1959-1960	1960-1961
Hellmich, Eugene W.#	Ph.D.	Mathematics	10,440 ***	11,340 ***
Caldwell, Loren T.#	Ed.D.	Earth Sciences	9,900 ***	10,980 ***
Crawford, Paul K.	Ph.D.	Speech	9,720	10,800
Fink, Stuart D.	Ph.D.	Dir., Univ.School	9,720 T	10,800 T
Hayter, Earl W.	Ph.D.	History	9,720	10,800
Huebner, Max S.	Ph.D.	Dir., Student Teaching	9,720 T	10,800 T
Gould, Howard W.#	Ph.D.	Chemistry	9,540 ***	10,620 ***
Baker, S. Orville#	Ph.D.	English	9,000 ***	9,720 ***
Bartels, Martin H.	Ph.D.	Director, Placement	9,000 T	9,720 T
Bellis, Bertha M.	Ph.D.	Univ.Jr.High School	9,180	9,720
Carey, John T.#	Ph.D.	Art	8,820 ***	9,720 ***
Cobb, Lillian#	Ph.D.	Foreign Languages	9,360	9,720 ***
Connor, J. Hal %	M.A.	English, Dir., Prof. Publications	9,000 T	9,720T L½
(Repl)				4,860 a
Duncan, Margaret M.#	Ed.D.	Phys.Educ.Women	8,820 ***	9,720 ***
Grant, Eugene B.	Ph.D.	Education	8,820	9,720
Hardgrove, Clarence E.	Ph.D.	Mathematics	9,000	9,720
Jameson, Hugh	Ph.D.	History	8,820	9,720
Lefkowitz, Annette#	Ed.D.	Nursing Education	9,000 T	9,720 T
Lindbeck, Wendell	Ph.D.	Chemistry	9,360	9,720 LW
(Repl)				9,720 a
Lloyd, John W.	Ed.D.	Social Sciences	9,360	9,720 LW



Professors	Academic	Department	Salary - 9 Months	
	Degree		1959-1960	1960-1961
(Repl)				9,720 a
Maxwell, Lyle W.#	Ed.D.	Business Education	9,000 ***	9,720 ***
Rockwood, Catherine A.#	Ph.D.	Home Economics	9,360 ***	9,720 ***
Rolf, Frederick	Ph.D.	Chemistry	9,360	9,720
Terwilliger, George#	Ed.D.	Biological Sciences	9,540 ***	9,720 ***
Weed, Maurice J.#	Ph.D.	Music	9,360	9,720***L½
(Repl)				9,720 a
Weigel, George D.##	Ed.D.	Education	8,640	9,720
Williams, Esther	Ed.D.	Education	9,180	9,720
Wood, Margaret	Ph.D.	Speech	9,180	9,720
Aikins, Harold E.	Ph.D.	History	8,640	9,540
Alexander, Virgil W.	Ph.D.	Dir., Evening College	8,640 T	9,540 T
Bullington, Robert LW	Ph.D.	Biological Sciences	8,640	9,540
(Repl)				9,540 a
Fay, Vernon	Ph.D.	Music	8,640	9,540
Reach, Damon D.	Ed.D.	Education; Dir., Summer Session	8,640 ***	9,540***Pr
Reinemann, Martin	Ph.D.	Earth Sciences	8,640	9,540
Volberding, Eleanor	Ph.D.	Education	8,640	9,540
Woodruff, A. Bond#	Ph.D.	Psychology	8,640 ***	9,540 ***
Yankow, Henry G.	Ph.D.	Business Administration	8,640	9,540
Beach, James W.	Ph.D.	Mathematics	8,280	9,360
Bower, John E.	Ph.D.	Chemistry	8,460	9,360
Christiano, John G.	Ph.D.	Mathematics	8,820	9,360 Pr
Schreiner, Martha E.	Ph.D.	Foreign Languages	8,460	9,360
Pritchard, George S.	Ed.D.	Registrar	8,460 T	9,360T Pr
Benben, John S.	Ph.D.	Education	8,820 ***	9,180
Bischof, Ledford J.	Ed.D.	Psychology	8,280 L	9,180
Feyerherm, Harvey	Ph.D.	Biological Sciences	8,280 LW	9,180
Greene, Gwynn A.	Ed.D.	Coord., Student Tchg.	8,280 T	9,180 T
Healey, William A.(#)	Pe.D.	Phys. Educ. for Men	8,280 ****	9,180****
Lerea, Louis #	Ph.D.	Speech	8,280 ***	9,180***Pr
Nelson, J. Howard	Ph.D.	Bus. Administration	8,280	9,180
Parmer, J. Norman #	Ph.D.	History	8,280 ***	9,180***Pr
Rohde, Charles J.	Ph.D.	Biological Sciences	8,280	9,180
Anglin, Eleanor M.	Ph.D.	University School	8,280	9,000
Ashton, Jon R. #	Ph.D.	Library Sciences	8,100 ***	9,000 ***
File, Clinton M. #	Ed.D.	Bus. Administration	8,100	9,000
Kohler, Roderick G.	Ph.D.	Industrial Arts	8,100	9,000
Quick, Otho J.	Ph.D.	Industrial Arts	8,100 **	9,000**Pr
Murray, Donald M.	Ph.D.	English	7,920	9,000 Pr
Rodney, Robert M.	Ph.D.	English	7,920	9,000 Pr
Carroll, Margaret	Ph.D.	Education	7,920	8,820
Reed, Mary Frances	Ph.D.	Home Economics	8,100	8,820
Vedder, Clyde B.	Ph.D.	Social Sciences	8,460	9,540
Fox, Arnold B.	Ph.D.	English	7,560	8,460 Pr
Gilbert, Harold G.	Ph.D.	Industrial Arts	7,560 **	8,460 **
Huey, J. Frances	Ed.D.	Education	7,560	8,460
Lucke, Dorothy	Ed.D.	Home Economics	8,100	8,460
Weaver, Allen D.	Ph.D.	Physics	7,380	8,280 Pr

# Head of department LW Leave of absence without salary  
 ## Acting head of department \*\*\*\* 11 $\frac{1}{2}$  month contract at nine month  
 (#) Assistant head of department rate.  
 \*\* 10 month contract at nine month rate  
 \*\*\* 11 month contract at nine month rate  
 % Classified as professor for many years - three years' graduate work  
 T 12 month contract at 9 month rate  
 a Temporary  
 Pr Recommended for promotion from associate professor to professor  
 L Leave of absence at half salary  
 L  $\frac{1}{2}$  Half year leave of absence at full salary

# Professors

## New Positions

	Business Administration	7000
	Earth Sciences	7000
	English	7000
	Home Economics	7000
	Nursing Education	7000
	Physical Education for Men	7000
	Physics	7000
	Special Education Consultant	7000
	Speech	7000

## Replacements

	Home Economics	7000
	Social Science	7000
	Speech	7000

Associate Professors	Academic Degree	Department	Salary - 9 Months	
			1959-1960	1960-1961
Baker, John E.	Ph.D.	Education	8,100	8,820
Black, W. Darrel	Pe.D.	Phys. Educ. for Men	8,280 ****	8,820****
Clettenberg, Joseph E.	Ph.D.	Director, Extension	7,920 T	8,820 T
Dean, Mark E.	Pe.D.	Phys. Educ. for Men	8,280 *	8,820 *
DeSua, Frank C.	Ph.D.	Mathematics	8,460	8,820
Evans, George G. #	M.A.	Phys. Educ.; Director of Athletics	8,280 T	8,820 T
Grubb, Donald R. #	Ed.D.	Journalism	8,100 ***	8,820 ***
Miner, Wallace B.	M.A.	Physics	8,280	8,820
Myers, C. Mason ##	Ph.D.	Philosophy	7,920	8,820
Nash, Robert L.	Ed.D.	Principal, Jr. H.S.	8,100 T	8,820 T
O'Connor, Marguerite	Ed.D.	Education	7,740	8,820
Parson, Ruben L.	Ph.D.	Earth Sciences	8,100	8,820
Pepinsky, Minerva H.	Mus.D.	Music	7,740	8,820 Pr
Stroup, Francis E.	Ed.D.	Phys. Educ. for Men	8,100	8,820
Wells, Philip C.	Ed.D.	Education	7,920	8,820
Appell, Carl	M.A.	Phys. Educ. for Men	7,920****	8,640****
Brown, Robert R.	Ed.D.	Education	7,740	8,640
Canon, Charles	Ed.D.	Art	7,740	8,640
Kallich, Martin I.	Ph.D.	English	7,920	8,640
Seat, William R.	Ph.D.	English	7,560	8,640 L½
(Repl)				4,320 a
Vazquez-Bigi, A.M.	LL.D.	Foreign Languages	7,740	8,640
Winn, Jerome	Pe.D.	University School	7,920	8,640
Burtness, Paul S.	Ph.D.	English	7,560 L½	8,460
Cleland, Kenneth L.	Ed.D.	Education	7,560	8,460
Elliott, James R.	Ph.D.	Social Sciences	7,560	8,460
Iliff, Kathryn	Ed.D.	Bus. Administration	7,560	8,460
Kent, Frederick G.	J.D.	Social Sciences	7,380	8,460 L½
(Repl)				4,230 a
McAdam, Robert E.	Ph.D.	Phys. Educ. for Men	7,560 *	8,460 *
Smith, Wilbur A.	Ph.D.	Music	7,560	8,460
Burchard, Waldo W.#	Ph.D.	Social Sciences	7,020 ***	8,280 ***
Clifton, Silas W.	Ed.D.	Counsellor	7,560 ***	8,280 ***
Fred, Bernhart G.	Ph.D.	Music	7,560	8,280
James, Eugene N.	Ph.D.	English	7,560	8,280
Ober, Warren U.	Ph.D.	English	7,200	8,280
Welsh, Willard	Ph.D.	Speech	7,560	8,280
Westlund, Ruth E.	Ph.D.	Ass't. Dean of Women	7,560 T	8,280 T
Whybrew, William E.	Ph.D.	Music	7,560	8,280
Belnap, Ralph A.	Ed.D.	Education	7,200	8,100
Brantley, Mabel R.	Ed.D.	Education	7,200	8,100
Day, Robert E.	Ph.D.	Art	7,200	8,100

Associate Professor	Academic Degree	Department	Salary - 9 Months	
			1959-1960	1960-1961
Fox, Raymond B.	Ed.D.	Education	7,380	8,100
Maedke, Wilmer O.	Ph.D.	Bus. Education	7,380	8,100
Merritt, James W.	Ed.D.	Education	7,200	8,100
Miller, Elwyn R.	Ph.D.	Education	7,380	8,100
Ogilvie, William K.	Ph.D.	Education	7,200	8,100 Pr
Suhadolc, Joseph	Ph.D.	Foreign Languages	7,380	8,100
Weeks, Dale H.	Ph.D.	Social Sciences	7,560	8,100
Greene, Anne	Ph.D.	English	7,020	7,920
Grotberg, Edith H.	Ph.D.	Psychology	7,200	7,920 L½
(Repl)				3,960 a
Hasan, Mazhar	Ph.D.	Physics	7,020	7,920 Pr
Lane, Elizabeth	Ph.D.	Phys. Educ. for Women	7,020	7,920
Lindh, Paul E.	Ph.D.	Ass't. Registrar	7,200 T	7,920 T
Miller, Herbert F.	Ph.D.	Mathematics	7,020	7,920 Pr
Nerbovig, Marcella	Ph.D.	Education	7,020	7,920
Walther, Lavern A.	Ed.D.	Library Science	7,200	7,920
Williams, J. David	Ph.D.	Speech	7,200	7,920
Von Zellen, Bruce	Ph.D.	Biological Sciences	7,200	7,920
Arnold, Don W.	Ph.D.	Bus. Administration	6,840	7,740 Pr
Barbour, Edna	Ph.D.	Business Education	7,020	7,740
Casebier, V. Eleanor	Ph.D.	Bus. Administration	6,840	7,740
Guest, B. Ross	Ph.D.	Earth Sciences	7,020	7,740
Hendrickson, William	Ed.D.	Bus. Administration	7,020	7,740
Hunyard, Robert J.	Ed.D.	Dir., Audio-Visual	6,840 T	7,740 T
Kloss, Robert A.	Ph.D.	Chemistry	7,200	7,740
Moran, Roger F.	Ed.D.	Education	7,740	7,740
Moseley, Virginia D.	Ph.D.	English	6,840	7,740 L½
(Repl)				3,870 a
Utgaard, Merton B.	Ed.D.	Music	7,740	7,740
Brown, Robert D.	Ph.D.	Industrial Arts	6,840	7,560 Pr
Gund, J. Jan	Ph.D.	Phys. Educ. for Women	7,200	7,560
Haugland, Archie	D.M.A.	Music	--	7,560
Hull, Marion A.	Ph.D.	Education	6,660	7,560 Pr
Pielstick, Norval L.	Ph.D.	Psychology	7,200 p T	7,560 p T
Martin, James G.	Ph.D.	Social Sciences	6,480	7,380 Pr
Race, William C.	D.M.A.	Music	--	7,380
Senteney, George	Ph.D.	Industrial Arts	6,660	7,380 Pr
Shearer, William M.	Ph.D.	Speech	7,380	7,380
Smith, Harold E.	Ph.D.	Social Sciences	6,840	7,380
Spiesman, Sonya F.	Ph.D.	Social Sciences	6,660	7,380
Wernick, Walter	Ed.D.	Education	6,480	7,380 Pr
Wilderman, Raymond	Ph.D.	Speech	7,020	7,200

#### New Position

_____	Business Administration	7,000
_____	Business Education	7,000
_____	Education	7,000
_____	English	7,000
_____	Journalism	7,000
_____	Lorado Taft Field Campus	7,000
_____	Philosophy	7,000
_____	Phys. Education for Women	7,000
_____	Physics	7,000
_____	Research	7,000
_____	Speech	7,000

#### Replacement

_____	Mathematics	7,000
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# Head of department  
 ## Acting head of department  
 \* 9½ month contract at 9 month rate  
 \*\*\* 11 month contract at 9 month rate  
 \*\*\*\* 11½ month contract at 9 month rate  
 T 12 month contract at 9 month rate  
 a Temporary  
 L½ Half year leave of absence at full salary  
 Pr Recommended for promotion from assistant to associate professor  
 p ½ of this salary is derived from Northern; ¾ of this salary is derived from Elizabeth McCormick Memorial Fund in conjunction with the county superintendent of schools.

Assistant Professors	Academic		Salary - 9 Months	
	Degree	Department	1959-1960	1960-1961
Secrest, Lawrence ##	M.A.	Industrial Arts	8,100 T L	8,280 T
Burton, Emily	M.A.	University School	7,560	7,920
Dwyer, John E.	M.B.A.	Bus. Administration	7,560	7,920
Janeway, Thomas M.	M.A.	Biological Sciences	7,380	7,920
McKinzie, Ralph	M.A.	Phys. Educ. for Men	7,200 *	7,920 *
Roth, Bernice	M.A.	Student Pers. Services	7,740	8,280 L T
(Repl)				8,280 a
Twombly, John J.	M.A.	Social Sciences	7,560	7,920
Strawn, Cecil G.	M.S.	Art	7,200	7,920
Walker, Katherine	M.A.L.S.	Ass't.Dir.,U.Library	7,740 ***	7,920 ***
Fletcher, Howard W.	M.Ed.	Phys. Educ. for Men	6,840 ****	7,740***
Hart, Anna M.	M.S.	Nursing Education	7,200	7,740
Keefer, Richard	M.A.	Foreign Languages	7,200	7,740
McDowell, V. Dale	Ph.D.	Education	7,380	7,740
O'Connor, Henry A.	Ed.D.	Education	7,020	7,740
Rippa, S. Alexander	Ed.D.	Education	7,020	7,740
Trager, Lela C.	M.A.	Phys. Educ. for Women	7,200	7,740
Baker, Charles E.	M.M.	Music	7,020 LW	7,560
Beezhold, Frank W.	M.M.	Music	7,020	7,560
Burke, Roy O.	Ed.D.	Art	6,840	7,560 L½
(Repl)				3,780 a
Duzan, Kenneth B.	M.S.	Mathematics	7,200	7,560
Eaton, John	M.B.A.	Bus. Administration	7,200	7,560
Hammerman, Donald R.	M.S.	Lorado Taft Field		)T M
		Campus	7,020 T L	7,560)Pr
Hill, Wilma	M.A.	Art	7,020	7,560
Huestis, Kathryn R.	M.S.	University School	7,020	7,560
Lembesis, Anne C.	M.A.	Education	7,200	7,560
Schreiber, Robert E.	M.A.	Educ.Mat.Center,Lib.	7,020	7,560 ***
Swynehardt, Mary B.	M.A.	University School	7,200 L½	7,560
Carlson, Milton E.	Ph.D.	Research	7,020 a	7,380 ***
Dill, Howard R.	M.M.	Music	6,840	7,380
Husa, Harold E.	M.A.	Ass't. Dean of Men	6,840 T	7,380 T
McClelland, Mary E.	M.A.	Counselor	6,840	7,380
Mathers, Carol K.	M.S.	Biological Sciences	6,840	7,380
Olive, Garnet	M.A.	Bus. Administration	6,840	7,380
Park, Esther A.	M.A.L.S.	University Library	7,020 ***	7,380 ***
Poor, Frederick A.	M.S.	Bus. Administration	7,020	7,380 L½
(Repl)				3,690 a
Post, Charlotte K.	M.S.L.S.	University Library	7,020 ***	7,380 ***
Reissner, Arthur J.	LL.D.	Foreign Languages	7,020	7,380
Tink, A. Kerby	M.A.	Education	6,660	7,380
Vilhauer, William W.	M.A.	Speech	7,020	7,380
Weedman, Alda	M.Ed.	University School	6,840	7,380
Westbrook, May	M.S.	Home Economics	6,840 LW	7,380 R
Wiggert, Elsie	M.A.	Art	7,020 L½	7,380
Brigham, Robert J.	M.S.	Phys. Educ. for Men	6,840	7,200 L
(Repl)				7,200 a



Assistant Professors	Academic		Salary - 9 Months	
	Degree	Department	1959-1960	1960-1961
Dailey, Shirley	M.A.	University School	6,660	7,200
Deutsch, Murray	M.A.	Education	6,840	7,200
Giffin, Gynith C.	Ph.D.	Chemistry	6,660	7,200
Gustafson, Merlin D.	Ph.D.	Social Sciences	6,840	7,200
Herbert, Edward T.	Ph.D.	English	6,660	7,200
Jeffries, Dale	M.A.	Speech	6,480	7,200
Keys, Samuel R.	Ph.D.	Education	6,660	7,200
King, James H.	Ed.D.	Education	6,660	7,200
Peterson, Donald C.	M.S.	Ass't., Regional Serv.	6,660 ***	7,200 T
Sedlock, Marietta	Mus. D.	Music	6,660	7,200
Seguel, Mary Louise	M.A.	Education	6,840	7,200
Shimabukuro, Shinkichi	Ed.D.	Education	6,840	7,200
Ward, James M.	Ed.D.	Education	6,840	7,200
Bell, Mary M.	Ph.D.	Phys. Educ. for Women	6,480	7,020
Bennett, C. Jackson	Ph.D.	Biological Sciences	6,660	7,020
Bessom, Margery L.	M.A.	Home Economics	6,840	7,020
Chang, Perry P.	Ph.D.	Social Sciences	6,660 a	7,020 a
Cormier, Romae	M.A.	Mathematics	6,660	7,020
Curtiss, James W.	M.A.	Speech	6,480	7,020
Darsow, Donn D.	M.S.	Chemistry	6,660	7,020
Lake, Dale E.	M.A.	University School	6,480	7,020 Pr
Lipscomb, Edra E.	M.A.	University School	6,480	7,020
McCulloch, Mary K.	M.S.Ed.	University School	6,480	7,020 Pr
McKinney, Earl H.	M.S.	Mathematics	6,480	7,020
Plummer, John F., Jr.	M.A.Ed.	Industrial Arts	6,660	7,020
Ragland, George C.	M.S.	Mathematics	6,660	7,020
Sherbenou, Edgar L.	Ph.D.	Social Sciences	6,660	7,020
Stevens, George P.	Ph.M.	Earth Sciences	6,660	7,020 L½
(Repl)				3,510 a
Wehling, Helen	M.S.	Home Economics	6,480	7,020 R
Whitney, Reynolds, Jr.	M.A.	Music	6,480	7,020
Davis, Sarah Marie	A.M.L.S.	University Library	6,480	6,840
Fenwick, Mason	M.A.	Biological Sciences	6,480	6,840
Goering, Oswald	Re.D.	Lorado Taft Field Camp	6,300 M ***	6,840 M
Hadley, Bedford K.	Ph.D.	History	6,840	6,840
Kuhn, Elmer J.	M.A.	University School	6,300	6,840 Pr LW½
(Repl)				4,180 a
McClure, John H.	M.A.	Bus. Administration	6,480	6,840
Melum, Verna V.	M.S.L.S.	University Library	6,480	6,840
Schelar, Virginia M.	M.S.	Chemistry	6,480	6,840
Sheriff, Marion	M.S.	University School	6,300 LW	6,840
Shykind, Edwin	Ph.D.	Earth Sciences	6,840	6,840
Wittrup, Robert	M.S.	University School	6,300	6,840 Pr
Clayton, Kenneth	M.S.	Biological Sciences	6,300	6,660
Eismann, Ruth	M.A.	University School Lib.	5,940 ***	6,660 ***
Goldberg, Alvin A.	Ph.D.	Speech	6,120	6,660
Grosklags, James H.	M.S.	Biological Sciences	6,300 a	6,660 a
Hillestad, Mildred C.	M.B.E.	Business Education	6,300 LW½	6,660
Karabinus, Robert A.	M.S.	Recorder	5,940 T	6,660 T
Nay, M. Geneva	M.A.	Business Education	6,300	6,660
Olson, Mildred N.	M.S.	Phys. Educ. for Women	6,120 L	6,660
Salzman, John D.	M.S.Ed.	Chemistry	6,300	6,660
Tischler, Herbert	M.A.	Earth Sciences	6,300	6,660
Tsao, Peter	M.S.	Physics	6,300	6,660
Vogt, Howard	M.S.L.S.	University Library	6,120	6,660 Pr
Blizzard, Allan G.	Ph.D.	Art	6,480	6,480
Dubofsky, Melvin	B.A.	History	6,120	6,480
Hess, Herbert J.	M.A.	Speech	6,120	6,480
King, Voris V.	M.A.	Earth Sciences	6,480	6,480
Ludeman, Vernon L.	M.A.	University School	5,940	6,480 Pr
MacLeish, Andrew	M.A.	English	5,940	6,480
Mann, John W.	Ph.D.	Social Sciences	6,480	6,480

Assistant Professors	Academic	Department	Salary - 9 Months	
	Degree		1959-1960	1960-1961
Owens, Kenneth N.	Ph.D.	History	6,120	6,480
Southern, William E.	M.A.	Biological Sciences	6,120	6,480
Turner, Caryl A.	M.A.	Speech	6,120	6,480
Ward, Robert J.	M.A.	English	6,120	6,480
Williams, Harold A.	M.A.	Ass't.Dir., Audio-Visual	6,480 a	6,480 a T
Wilson, Robert H.	M.A.	English	6,120 L	6,480
Winters, Harold H.	M.S.	Earth Sciences	6,120	6,480
Baker, Keefe L.	M.F.A.	Art	5,940	6,300
Hufford, Roger A.	M.Lit.	Speech	5,760	6,300Pr LW
(Repl)				6,300 a
Hug, John W.	M.S.	Lorado Taft Field Camp.	5,940 M T	6,300M ***
Peterson, W. Jack	M.A.	Student Activities Adv.	5,940 T	6,300 T
Sailor, Danton B.	Ph.D.	History	6,120	6,300
Stryk, Lucien H.	M.F.S.	English	5,940	6,300
Thompson, Howard H.	Ph.D.	English	5,940	6,300
Weisberger, Stanley E.	M.A.	Speech	6,120	6,300
Williams, Babatunde A.	Ph.D.	Social Sciences	5,940 a LW½	6,300 a
Cheadle, Helen N.	M.A.	University Library	5,580	6,120
Donnelly, Alton S.	M.A.	History	--	6,120 Q
Howard, David H.	M.A.	Social Sciences	5,760 LW	6,120
Rich, Joan B.	M.A.	Phys. Educ. for Women	5,760	6,120 Pr
Bennett, Emerson	M.S.L.S.	University Library	5,580	5,940
Klaven, Marvin L.	M.F.A.	Art	5,940	5,940
Palmer, Virginia A.	Ed.D.	Resident Adv., Neptune	5,400 M *	5,760 M *
Seward, Thomas C.	M.S.	Counselor	5,580	5,940

#### New Position

_____	Education	7,000
_____	History	7,000
_____	Library Science	7,000
_____	Mathematics	7,000
_____	Psychology	7,000
_____	Regional Services (assistant)	7,000
_____	Coordinator of Student Financial	
_____	Aids (St. Personnel Services)	6,300
_____	Placement Supv., St.Pers.Serv.	7,200
_____	University Library	7,000
_____	University Elementary School	3,500 (½ position)

#### Replacement

_____	Biological Sciences	7,000
_____	Business Administration	7,000
_____	Education	7,000
_____	English	7,000
_____	English	7,000
_____	Mathematics	7,000
_____	Philosophy	7,000
_____	Regional Services	7,000
_____	Univ. Elementary School	7,000
_____	Univ. Junior High School	7,000
_____	Univ. Junior High School	7,000

##	Acting head of department	*	9½ month contract at 9 month rate
a	Temporary	***	11 month contract at 9 month rate
R	Room	****	11½ month contract at 9 month rate
M	Maintenance	T	12 month contract at 9 month rate
Pr	Recommended for promotion from instructor to ass't. professor	L	Leave of absence at half salary
		LW	Leave of absence without salary
		LW½	Leave of absence for half year with-out pay
Q	Raised to \$6660 if doctorate is completed by 9/1/60	L½	Leave of absence for half yr. at full salary

Instructors	Academic Degree	Department	Salary - 9 Months	
			1959-1960	1960-1961
Hamilton, Hallie	M.S.J.	Regional Services	6,480	7,020
Hatlestad, Carolyn M.	M.A.	University School	6,480	7,020
Jungst, Dale G.	M.S.	Mathematics	7,020	7,020
McNamara, Helen A.	M.A.	University School	6,480	7,020
Moon, Donald	M.A.	Industrial Arts	6,660	7,020
Parry, Ernest B.	M.Ed.	Industrial Arts	6,660	7,020
Schaefer, Pauline P.	M.A.	University School	6,660	7,020
Thomas, Charles	M.S.	Industrial Arts	6,660 **	7,020 **
Harmet, Kenneth	M.S.	Biological Sciences	6,300	6,840 LW
(Repl)				6,840 a
Horton, Elizabeth A.	M.A.	University School	6,480	6,840
Larson, Jeanne H.	M.A.	University School	6,480	6,840
Marken, Edith	M.A.	English	6,480	6,840
Quensel, Warren P.	M.S.Ed.	Industrial Arts	6,480	6,840
Haendel, William	M.S.	Art	6,300	6,660 LW
(Repl)				6,660 a
Hendershot, Mary L.	M.A.	University School	6,300	6,660
Lewis, Lila B.	M.F.A.	Speech	6,300	6,660
Lindbergh, Jean D.	M.S.	Home Economics	6,480	6,660
Weirick, Robert W.	M.S.Ed.	University School	6,120	6,660
Anderson, Rosemary C.	M.A.	University School	5,940	6,480
Clemens, Earl L.	M.Mus.	Music	6,120	6,480
Linder, Lorene	B.S.L.S.	University Library	6,120	6,480
Passmore, Lenora F.	M.B.A.	Business Education	6,120	6,480
Riccio, Mary Louise	M.S.	University School	5,940	6,480
Scriven, Eldon G.	M.S.Ed.	University School	5,940 LW (3)	6,480
Slan, Arnold A.	M.A.	University School	5,940	6,480
Vocolo, Joseph M.	M.Ed.	University School	5,940	6,480 LW
(Repl)				6,480 a
Doutt, Richard F.	M.Ed.	University School	5,940	6,300
Farley, William E.	M.Ed.	University School	5,940	6,300
Knapp, William H.	M.S.Ed.	University School	5,940	6,300
Matz, Howard F.	M.S.	University School	5,940	6,300
Rush, Wilmer S.	M.S.Ed.	University School	5,940	6,300
Weller, Mary Alice	M.Ed.	University School	5,940	6,300
Wilson, Agnes	M.Ed.	University School	6,300	6,300
Chase, Richard X.	M.B.A.	Business Administration	5,940	6,120
Kovanda, Anne	B.S.L.S.	University Library	5,760	6,120
Moffat, William J.	M. Mus.	Music	5,760	6,120
Roughead, William G.	M.S.Ed.	Mathematics	5,940	6,120
Sandy, Leslie W.	M.S.	Ass't.Dir., Admissions	5,580 T	6,120 T
Carter, Catherine H.	M.A.	University School	5,940	5,940
Chastain, Harold D.	M.A.	Speech	5,580	5,940
Duggar, Margaret H.	M.A.	English	5,760	5,940
Livingston, Inez B.	M.A.	Resident Adv., Adams	5,580 M*	5,940 M*
Noah, James E.	M.S.Ed.	English	5,580	5,940
Paul, Patricia	M.A.	Phys. Educ. for Women	5,580	5,940
Pheanis, Jack W.	M.S.Ed.	Phys. Educ. for Men	5,760 *	5,940 *
Schulz, Joan	M.S.Ed.	English	5,940 a	5,940 a
Watts, Jean L.	M.S.Ed.	University School	5,760	5,940
Wilson, M. Luise	M.P.E.&H.	Phys. Educ. for Women	5,580	5,940
Wood, William P.	M.S.	Resident Adv., Gilbert	5,400 M*	5,940 M*
Zimmerman, Nadine	M.S.	Phys. Educ. for Women	5,580	5,940
Troescher, Carol M.	M.S.	Res. Advisor, Williston	5,310 M*	5,850 M*
Barlow, Harriet K.	B.S.L.S.	University Library	5,580	5,760
Beck, John R.	M.S.Ed.	Industrial Arts	5,760	5,760
Harrison, Roberta	M.S.L.S.	University Library	5,220	5,760
Popp, Mary Joan	M.A.	Phys. Educ. for Women	5,580	5,760
Scott, Henry E.	M.A.	English	5,580	5,760
Blake, Patricia	M.S.	Phys. Educ. for Women	5,400	5,580
Ebstein, Frances	B.S.Ed.	English	5,400	5,580
Holmes, Elizabeth	M.A.	English	5,220	5,580
McNiece, James	M.A.	English	5,400	5,580

Instructors	Academic Degree	Department	Salary - 9 Months	
			1959-1960	1960-1961
Patten, Ronald J.	M.A.	Bus. Administration	5,400	5,580
Hall, James E.	M.A.	Mathematics	5,040	5,400
Sullivan, George A.	M.S.	Industrial Arts	5,400	5,400
Muecke, Sarah A.	M.A.	Ass't.Res. Adv. Neptune	4,050 M*	4,410 M*

#### Replacement

_____	English	7,000
_____	History	7,000
_____	History	7,000
_____	Res. Adv. (Student Personnel Serv.)	7,000
_____	Res. Adv. (Student Personnel Serv.)	7,000
_____	Res. Adv. (Student Personnel Serv.)	7,000
_____	University Elementary School	7,000
_____	University Junior High School	7,000
_____	University Junior High School	7,000

\* 9½ month contract at 9 month rate M Maintenance  
 \*\* 10 month contract at 9 month rate a Temporary  
 T 12 month contract at 9 month rate LW Leave of absence without salary  
 LW (3) Leave of absence without salary for 3 months

Faculty Assistants	Academic Degree	Department	Salary - 9 Months	
			1959-1960	1960-1961
Shand, Betty M.	R.N.	Univ. Health Service		
Head Nurse			5,220 T	5,580 T
Gillespie, Martha	--	Tabulating	5,040 T	5,400 T
Meling, Galen R.	B.S.Ed.	Alumni Secretary, Regional Services	4,680	5,220

Replacement	Art	675 s
Replacement	Chemistry	1,350 N
Replacement	Earth Sciences	1,350 N
Replacement	Education	1,350 N
Replacement	English	675 s
Replacement	Extension	675 s
Replacement	Industrial Arts	675 s
Replacement	Lorado Taft Field Campus	1,350 N
Replacement	Mathematics	1,350 N
Replacement	Physical Education for Men	1,350 N
Replacement	Physical Education for Women	1,350 N
Replacement	Regional Services	1,350 N
Replacement	Research	1,350 N
Replacement	Social Sciences	1,350 N
Replacement	University Library	1,350 N
Addition	Art	675 s
Addition	English	675 s
Addition	Extension	675 s
Addition	Industrial Arts	675 s

#### Graduate Assistants

Permission to employ nine (9) graduate assistants at a nine month's rate of \$1350.

T 12 months contract at 9 months rate  
 s On 9 month basis, serving ¼ time (\$75 per month)  
 N On 9 month basis, serving ½ time (\$150 per month)



Faculty Payrolls - 1960-1961 -- Personal Services \*\*  
Twelve Month Staff

Name	Degree	Payroll Title	1959-1960	1960-1961
Holmes, Leslie A. President	Ph.D.	Professor	20,000	20,000
Geigle, Francis R. Executive Vice-president	Ed.D.	Professor	15,360	16,560
Hains, J. Robert Vice-president (instruction)	Ph.D.	Professor	14,880 L $\frac{1}{2}$	15,840
Hanson, Ernest E. Vice-president (student personnel)	Ed.D.	Professor	13,440	14,640
Thistlethwaite, Robert L. Dean, College of Fine & Applied Arts	Ph.D.	Professor	13,200	14,400
Keller, Otto J. Director, Student Health Service Examiner, Univ. Ret. System	M.D.	Professor	13,200	14,160
Coe, C. Norton Dean, Graduate School	Ph.D.	Professor	12,480	13,680
Popov, Alexander I. Dean, College of Liberal Arts & Sciences	Ph.D.	Professor	12,960	13,680
Topp, Robert F. Dean, College of Education	Ph.D.	Professor	--	13,680
Yauch, Wilbur A. Consultant	Ed.D.	Professor	12,960	13,440
Harrison, Paul Dir., L.T. Field Campus	M.A.	Assoc. Professor	12,000 M	13,200 M
Howell, Charles E. Director, Bureau of Univ. Research	Ph.D.	Professor	12,100 L $\frac{1}{2}$ *	13,200 *
Tempel, Paul F. Physician, Student Health Service	M.D.	Assoc. Professor	12,000	12,960
Dorland, Z. Harold Director, Business Services	M.A.	Executive Ass't.	11,040	12,000
Haddock, Ruth Dean of Women	Ph.D.	Professor	11,520 L $\frac{1}{2}$	12,480
Froom, William P. Director, Regional Services	Ed.D.	Professor	10,560	12,000
Pike, C. Milton Dean of Men	Ed.D.	Professor	10,800	12,000 Pr
Hanby, Bernadine C. Director, Univ. Library	M.A.L.S.	Assoc. Professor	10,780 *	11,660 *
Walker, Eugenie Director, Admissions	M.S.	Executive Ass't.	9,600	10,560
Sperling, Clara Secretary to President	B.S.	Executive Ass't.	7,920	8,400

L $\frac{1}{2}$  Leave for one semester with full salary

M \$50 for maintenance

\* 11 month contract

Pr Recommended for promotion from associate to full professor

\*\* Effective September 1, 1960

We wish to present the summer session payroll, 1960:

Name	Title	June	July	August	Total
Aikins, Harold E.	Professor, History	960	960	--	1920
Appell, Carl H.	Assoc.Prof., Phys.Educ.	(880)	(880)	(440)	(2200)****
Arnold, Don W.	Ass't. Prof., Bus. Adm.	760	760	--	1520
Ashton, Jon R.	Professor, Libr.Science	(900)	(900)	--	(1800)***
Baker, S. Orville	Professor, English	(1000)	(1000)	--	(2000)***
Beach, James W.	Professor, Mathematics	920	920	--	1840
Beezhold, Frank W.	Ass't. Prof., Music	780	390	--	1170 T
Bellis, Bertha M.	Prof., Univ. School	1020	1020	--	2040
Belnap, Ralph A.	Assoc. Prof., Education	800	800	--	1600

Name	Title	June	July	August	Total
Benben, John S.	Professor, Education	(980)	(980)	--	(1960) ***
Bennett, Emerson	Ass't. Prof., Library	620	620	--	1240
Bischof, Ledford J.	Professor, Psychology	920	920	--	1840
Black, W. Darrell	Assoc. Prof., Phys. Educ.	(920)	(920)	(460)	(2300) ****
Brigham, Robert J.	Ass't. Prof., Phys. Educ.	(380)			
		380	760	380	1520 *
Brown, Robert D.	Ass't. Prof., Ind. Arts	760	760	--	1520
Brown, Robert R.	Assoc. Prof., Education	860	860	--	1720
Bullington, Robert A.	Professor, Biol. Sci.	960	960	--	1920
Burchard, Waldo W.	Assoc. Prof., Soc. Sci.	(780)	(780)	--	(1560) ***
Burke, Roy O.	Ass't. Prof., Art	380	380	--	760 X
Burtness, Paul S.	Assoc. Prof., English	560	560	--	1120 Y
Burton, Emily	Ass't. Prof., Univ. School	840	840	--	1680
Caldwell, Loren T.	Professor, Earth Science	(1100)	(1100)	--	(2200) ***
Canon, Charles	Assoc. Prof., Art	860	860	--	1720
Carey, John T.	Professor, Art	(980)	(980)	--	(1960) ***
Carlson, Milton E.	Ass't. Prof., Research	(390)			
		390	780	390	1560 *
Carroll, Margaret L.	Professor, Education	880	880	--	1760
Carter, William H.	Instructor, Bus. Adm.	150a	150a	--	300 a
Casebier, V. Eleanor	Assoc. Prof., Bus. Adm.	760	760	--	1520
Chang, Perry P.	Ass't. Prof., Soc. Sci.	494	494	--	988 Y
Cheadle, Helen N.	Ass't. Prof., Library	620	620	--	1240
Christiano, John G.	Asso. Prof., Mathematics	980	980	--	1960
Clayton, Kenneth	Ass't. Prof., Biol. Sci.	466	466	--	932 Y
Cleland, Kenneth L.	Assoc. Prof., Education	840	840	420	2100 U
Clemens, Earl L.	Instructor, Music	--	--	170	170 P
Clifton, Silas W.	Assoc. Prof., Education	(840)	(840)	--	(1680) ***
Cormier, Romae J.	Ass't. Prof., Mathematics	740	740	--	1480
Crawford, Paul K.	Professor, Speech	1080	1080	--	2160
Davis, Sarah Marie	Ass't. Prof., Library	720	720	--	1440
Darsow, Donn D.	Ass't. Prof., Chemistry	740	740	--	1480
Day, Robert E.	Assoc. Prof., Art	800	800	--	1600
Dean, Mark	Assoc. Prof., Phys. Educ.	(460)			
		460	920	460	1840 *
Duncan, Margaret M.	Professor, Phys. Educ.	(980)	(980)	--	(1960) ***
Eaton, John W.	Ass't. Prof., Bus. Adm.	800	800	--	1600
Eismann, Ruth	Ass't. Prof., Library	(660)	(660)	--	(1320) ***
Fay, R. Vernon	Professor, Music	960	960	--	1920
File, Clinton M.	Professor, Bus. Adm.	900	900	--	1800
Fletcher, Howard W.	Instructor, Phys. Educ.	(760)	(760)	(380)	(1900) ****
Fox, Arnold B.	Assoc. Prof., English	560	560	--	1120 Y
Fred, Bernhart G.	Assoc. Prof., Music	840	840	--	1680
Gilbert, Harold G.	Professor, Ind. Arts	(840)	840	840	1680 **
Goering, Oswald	Ass't. Prof., Lorado Taft	(700)M	(700)M	--	(1400)M ***
Gould, Howard W.	Professor, Chemistry	(1060)	(1060)	--	(2120) ***
Grant, Eugene B.	Professor, Education	980	980	--	1960
Greene, Anne	Assoc. Prof., English	260	260	--	520 Z
Grotberg, Edith	Assoc. Prof., Psychology	800	800	--	1600
Grubb, Donald R.	Assoc. Prof., Journalism	(900)	(900)	--	(1800) ***
Guest, B. Ross	Assoc. Prof., Earth Sci.	780	195	--	975 S
Gund, J. Jan	Assoc. Prof., Phys. Educ.	800	800	--	1600
Gustafson, Merlin D.	Ass't. Prof., Soc. Sci.	760	760	--	1520
Hammerman, Donald R.	Instructor, Lorado Taft	390	-	--	390 Q
Hammerman, William M.	Ass't. Prof., Lorado Taft	740 M	740 M	--	1480 M
Hamilton, Hallie	Instructor, Reg. Services	-	-	720	720 R
Hanby, Bernadine C.	Assoc. Prof., Library	(980)	(980)	--	(1960) ***
Hansen, B. Olivia	Instructor, Res. Adv.	(380) M	--	--	(380)M*
Harrison, Roberta L.	Instructor, Library	580	580	--	1160
Hasan, Mazhar	Ass't. Prof., Physics	780	780	--	1560
Hayter, Earl W.	Professor, History	1080	1080	--	2160
Healey, William	Professor, Phys. Educ.	(920)	(920)	(460)	(2300) ****
Hellmich, Eugene W.	Professor, Mathematics	(1160)	(1160)	--	(2320) ***
Hendrickson, William	Assoc. Prof., Bus. Adm.	780	780	--	1560
Herbert, Edward T.	Ass't. Prof., English	494	494	--	988 Y

Name	Title	June	July	August	Total
Hermann, William A.	Fac. Ass't., Res. Adv.	(230)			
		230 M	460 M	230 M	920 M*a
Howell, Charles E.	Professor, Research	(1100)	(1100)	--	(2200)***
Huey, J. Frances	Professor, Education	840	840	--	1680
Hull, Marion A.	Ass't. Prof., Education	740	740	--	1480
Jameson, Hugh	Professor, Soc. Sci.	980	980	--	1960
Kent, Frederick G.	Assoc. Prof., Soc. Sci.	820	410	--	1230 T
Keys, Samuel R.	Ass't. Prof., Education	740	740	--	1480
King, James H.	Ass't. Prof., Education	740	740	--	1480
King, Voris V.	Ass't. Prof., Earth Sci.	720	720	--	1440
Kloss, Robert A.	Assoc. Prof., Chemistry	800	800	--	1600
Kohler, Roderick G.	Professor, Ind. Arts	900	900	--	1800
Kovanda, Anne E.	Instructor, Library	640	640	--	1280
Lane, Elizabeth C.	Assoc. Prof., Phys. Educ.	780	780	--	1560
Lerea, Louis	Assoc. Prof., Speech	(920)	(920)	--	(1840)***
Livingston, Inez B.	Instructor, Res. Adv.	(310)M	-	--	(310) M*
Lloyd, John W.	Professor, Soc. Sci.	694	694	--	1388 Y
Loghry, Arlowyn M.	Instructor, Res. Adv.	(300)M	-	--	(300) M*
McAdam, Robert E.	Assoc. Prof., Phys. Educ.	(420)			
		420	840	840	2100 U*
McClure, John H.	Ass't. Prof., Bus. Adm.	720	720	--	1440
McKinzie, Ralph	Ass't. Prof., Phys. Educ.	(400)	-	--	(400) *
Maedke, Wilmer O.	Assoc. Prof., Bus. Educ.	820	820	--	1640
Marken, Edith M.	Instructor, English	720	720	--	1440
Mathers, Carol K.	Ass't. Prof., Biol. Sci.	760	760	--	1520
Maxwell, Lyle	Professor, Bus. Educ.	(1000)	(1000)	--	(2000)***
Melum, Verna V.	Ass't. Prof., Library	720	720	--	1440
Meling, Galen R.	Fac. Ass't., Regional Serv.	-	260	260	520 X
Merritt, James W.	Assoc. Prof., Education	800	800	--	1600
Miller, Elwyn R.	Assoc. Prof., Education	820	820	--	1640
Miller, Herbert F.	Ass't. Prof., Mathematics	780	780	--	1560
Moseley, Virginia	Ass't. Prof., English	506	506	--	1012 Y
Muecke, Sarah A.	Instructor, Res. Adv.	(225)M			
		225M	450M	225M	900 M*
Murray, Donald M.	Assoc. Prof., English	587	587	--	1174 Y
Myers, C. Mason	Assoc. Prof., Philosophy	880	880	--	1760
Nay, M. Geneva	Ass't. Prof., Bus. Educ.	700	700	--	1400
Nelson, J. Howard	Professor, Bus. Adm.	920	920	--	1840
Nerbovig, Marcella H.	Assoc. Prof., Education	780	780	--	1560
Ober, Warren U.	Assoc. Prof., English	534	534	--	1068 Y
O'Connell, William	Professor, Speech	1100	1100	--	2200
O'Connor, Henry	Ass't. Prof., Education	780	780	--	1560
O'Connor, Marguerite	Assoc. Prof., Education	860	860	--	1720
Ogilvie, William K.	Ass't. Prof., Education	800	800	--	1600
Olive, Garnet D.	Ass't. Prof., Bus. Adm.	760	760	--	1520
Olson, Mildred N.	Ass't. Prof., Phys. Educ.	680	680	--	1360
Owens, Kenneth N.	Ass't. Prof., History	680	680	--	1360
Palmer, Virginia A.	Ass't. Prof., Res. Adv.	(300)M	-	--	(300) M*
Park, Esther A.	Ass't. Prof., Library	(780)	(780)	--	(1560)***
Parmer, J. Norman	Assoc. Prof., History	(920)	(920)	--	(1840)***
Pepinsky, Minerva	Ass't. Prof., Music	860	860	--	1720
Peterson, Donald C.	Ass't. Prof., Reg. Serv.	(740)	(740)	--	(1480)***
Pheanis, Jack	Instructor, Phys. Educ.	(320)			
		320	640	320	1280*
Poor, Frederick A.	Ass't. Prof., Bus. Adm.	780	780	--	1560
Post, Charlotte K.	Ass't. Prof., Library	(780)	(780)	--	(1560)***
Quensel, Warren P.	Instructor, Ind. Arts	720	720	--	1440
Quick, Otho J.	Assoc. Prof., Ind. Arts	(900)	900	900	1800**
Race, William C.	Assoc. Prof., Music	820	820	--	1640
Reach, Damon D.	Assoc. Prof., Education	(960)	(960)	--	(1920)***
Reed, Mary Frances	Professor, Home Economics	900	900	--	1800
Rippa, S. Alexander	Ass't. Prof., Education	780	780	--	1560
Rockwood, Catherine	Professor, Home Economics	(1040)	(1040)	--	(2080)***



Name	Title	June	July	August	Total
Rohde, Charles J.	Professor, Biol. Sci.	307	307	--	614 Z
Roth, Bernice	Ass't.Prof., Student Pers.	860	860	860	2580 V
Rush, Wilmer S.	Instructor, Univ.School	660	660	--	1320
Schelar, Virginia M.	Ass't.Prof., Chemistry	720	720	--	1440
Schreiber, Robert E.	Ass't.Prof., Library	780	780	--	1560
Schreiner, Martha E.	Professor, Foreign Lang.	470	940	--	1410 T
Seat, William R.	Assoc.Prof., English	560	560	--	1120 Y
Sedlock, Marietta E.	Ass't.Prof., Music	740	370	--	1110 T
Seguel, Mary Louise	Ass't.Prof., Education	760	760	--	1520
Senteney, George W.	Ass't.Prof., Ind. Arts	740	740	--	1480
Shearer, William M.	Assoc.Prof., Speech	820	820	--	1640
Shernenou, Edgar L.	Ass't.Prof., Soc. Sci.	740	740	--	1480
Shimabukuro, Shinkichi	Ass't.Prof., Education	-	-	760	760 R
Smith, Harold E.	Assoc.Prof., Soc. Sci.	760	760	--	1520
Smith, Wilbur A.	Assoc.Prof., Music	840	840	--	1680
Spiesman, Sonya F.	Assoc.Prof., Soc. Sci.	494	494	--	988 Y
Stevens, George P.	Ass't.Prof., Earth Sci.	740	740	--	1480
Strawn, Cecil G.	Ass't.Prof., Art	800	400	--	1200 T
Stroup, Francis E.	Assoc.Prof., Phys.Educ.	900	900	--	1800
Terwilliger, George	Professor, Biol. Sci.	(1060)	(1060)	--	(2120)***
Thomas, Charles	Instructor, Ind. Arts	(740)	-	--	(740)**
Tischler, Herbert	Ass't.Prof., Earth Sci.	700	700	--	1400
Troeschler, Carol M.	Instructor, Res. Adv.	(295)M	-	--	(295)M*
Turner, Caryl	Ass't.Prof., Speech	680	680	--	1360
Twombly, John J.	Ass't.Prof., Soc. Sci.	840	840	--	1680
Utgaard, Merton B.	Assoc.Prof., Music	-	-	215	215 P
Vazquez-Bigi, A.M.	Assoc.Prof., For. Lang.	860	860	--	1720
Vedder, Clyde B.	Professor, Soc. Sci.	940	940	--	1880
Vogt, Howard S.	Instructor, Library	680	680	--	1360
Volberding, Eleanor	Professor, Education	960	960	--	1920
VonZellen, Bruce W.	Assoc.Prof., Biol. Sci.	800	800	--	1600
Walker, Katherine	Ass't.Prof., Library	(860)	(860)	--	(1720)***
Walther, LaVern A.	Assoc.Prof., Lib. Sci.	800	800	--	1600
Weaver, Allen D.	Assoc.Prof., Physics	820	820	--	1640
Weed, Maurice J.	Professor, Music	(1040)	(1040)	--	(2080)***
Weedman, Alda	Ass't.Prof., Univ.School	760	760	--	1520
Weeks, Dale H.	Assoc.Prof., Soc. Sci.	840	840	--	1680
Weigel, George D.	Professor, Education	960	960	--	1920
Weller, Mary Alice	Instructor, Univ.School	660	660	--	1320
Wells, Philip C.	Assoc.Prof., Education	880	880	--	1760
Wernick, Walter	Ass't.Prof., Education	720	720	--	1440
Wiggert, Elsie M.	Ass't. Prof., Art	390	390	--	780 X
Wilderman, Raymond D.	Assoc.Prof., Speech	780	780	--	1560
Williams, Esther	Professor, Education	510	-	--	510 Q
Williams, Harold A.	Ass't.Prof., Audio-Visual	1720	720	--	1440
Williams, J. David	Assoc.Prof., Speech	800	800	--	1600
Wilson, M. Luise	Instructor, Phys.Educ.	620	620	--	1240
Winn, Jerome E.	Assoc.Prof., Phys.Educ.	880	880	--	1760
Wittrup, Robert C.	Instructor, Univ.School	700	700	--	1400
Wood, William P.	Instructor, Res. Adv.	(300)M	-	--	(300) M*
Woodruff, A. Bond	Professor, Psychology	(960)	(960)	--	(1920)***
Yankow, Henry G.	Professor, Bus. Adm.	960	960	--	1920
News Assistant	Regional Services	800#	800#	--	1600#
Repl (Esmond)	Regional Services	-	800#	800#	1600

# Estimated figure      M Maintenance      Q Employed for 2 weeks  
a Temporary      P Employed for 1 week      R Employed for 4 weeks  
() Any amount indicated in parenthesis is salary already contracted for and is not to be included in any summer session payroll totals.  
\* 9½ month basis during regular year      S Employed for 5 weeks  
\*\* 10 month basis during regular year      T Employed for 6 weeks  
\*\*\* 11 month basis during regular year      U,V Employed for 10 weeks  
\*\*\*\* 11½ month basis during regular year      X Employed for ½ time  
Y Employed for 2/3 time  
Z Employed for 1/3 time



### III. OTHER SCHOOL EMPLOYEES

#### CORRECTION - - -

Inadvertently a probationary raise was omitted for Mr. Ernest White in the January Board Report. At the time this individual was employed he was notified he would receive a beginning salary of \$355 per month and an increase to \$370 per month at the end of his probationary period.

James Vannucci, Jr., janitor, listed under New Positions, failed to report in accordance with the January Board Report information.

Aaron Saari, janitor (temporary), was paid from Contractual Services from 12/16/59 through 1/31/60, and appears in this Board Report as a permanent employee.

#### New Employees

Patricia A. Taylor, clerk-typist II (temporary), Central Receiving (Inventory), @ \$225 per month, as of 1/1, per September Board Report

Alice R. Hunter, cook, Food Services, @ \$220 per month, as of 1/1, per June Board Report

Charles W. Reams, janitor, New Residence Hall, @ \$315 per month, as of 1/4, per June Board Report

Marian M. Fuller, cook, Food Services, @ \$220 per month, as of 1/5, per June Board Report

George C. Olsen, inventory clerk (temporary), Central Receiving, @ \$300 per month, as of 1/11, per September Board Report

Curtis Lovig, janitor, Cafeteria, @ \$315 per month, as of 2/1, per January Board Report

Franklin VanBuer, inventory clerk (temporary), Central Receiving, @ \$1.60 per hour for 44 hours, as of 2/1, per September Board Report

Lillian B. Lundberg, fountain supervisor, Neptune Central, @ \$275 per month, as of 2/12, to receive an increase of \$15 as of 7/1, and an additional increase not to exceed \$15 per month at the time she completes her probationary period depending on supervisory recommendations, per June Board Report

Robert J. Wenzel, draftsman (temporary irregular), Grounds-Physical Plant, @ \$1.85 per hour for 318 hours, as of 2/16, per Internal Budget 1959-60

Charles F. Dugan, electrician, Physical Plant, @ \$3.55 per hour, as of 3/7, per January Board Report

Vernon Plapp, carpenter, Physical Plant, @ \$3.40 per hour, as of 3/7, per January Board Report

James J. Vannucci, Jr., janitor, New Residence Hall, @ \$315 per month, as of 3/11, per January Board Report

#### Replacements

Donald McGookey, kitchen laborer, Food Services, @ \$245 per month, as of 12/21, replacing Clifford Taylor, resigned 10/30

Judith E. Anderson, clerk-stenographer II, Women's P.E., @ \$265 per month, as of 1/4, replacing Marie Zapatka, resigned 12/17

Wayne Challand, routeman helper, Business Services, @ \$1.87 per hour for 8 hours, as of 1/11, replacing Donald Schaefer, transferred

Virginia T. Hendrickson, food production manager, Student Union, @ \$400 per month, as of 1/25, replacing Robert Underwood, resigned 2/5

Elizabeth M. Lytle, clerk-typist II, New Residence Hall, @ \$235 per month, as of 1/25, replacing Mary Ellen Massier, transferred

Aaron O. Saari, janitor, Gilbert Hall, @ \$315 per month, as of 2/1, replacing William H. Johnson, transferred

Thomas J. Gallagher, stores clerk, (position reclassified from storekeeper) Neptune Central, @ \$370 per month, as of 2/1, replacing Donald Schaefer, returned to former position

Loretta B. Meyer, library clerk I, Library, @ \$235 per month, as of 2/1, replacing Raynette Seger, resigned 1/29

Nancy M. Hoey, clerk-stenographer III, Alumni & Publicity, @ \$280 per month, as of 2/1, replacing Alice Hett, resigned 11/20

Lois G. Gardner, clerk-stenographer II, Social Science, @ \$265 per month, as of 2/1, replacing Billie Kellogg, resigned 1/29

Ida J. McLean, laundry worker, Physical Plant, @ \$215 per month, as of 2/4, replacing Ariel Cook, resigned 2/5

Patricia A. Halverson, clerk-stenographer II, Industrial Arts, @ \$260 per month, as of 2/8, replacing Barbara Hottle, resigned 2/26

John E. Higgins, watchman, Physical Plant, @ \$315 per month, as of 2/8, replacing Paul Judah, resigned 2/20

David J. Lange, kitchen laborer, Neptune Central, @ \$245 per month, as of 2/8, replacing Willard Clawson, resigned 2/1

Aline G. Lindus, cook (temporary), Food Services, @ \$220 per month, as of 2/9, replacing Alice Hunter, on leave of absence

Armando A. Farran, dishwasher, Neptune Central, @ \$245 per month, as of 2/15, replacing Freeman Ewers, resigned 1/29

Ruth Anne Johnston, clerk-typist II, Registrar's Office, @ \$235 per month, as of 2/16, replacing Rosalie Pluth, resigned 1/15

Nadine Budd, clerk-typist II, Physical Science, @ \$245 per month, as of 2/17, replacing Judith Silver, resigned 2/9

Ruth E. Taylor, clerk-typist II, Housing Office, @ \$235 per month, as of 2/17, replacing Adeline Tate, resigned 1/8

Florence J. Stuart, clerk-typist II (temporary), Adams Hall, @ \$1.35 per hour for 184 hours, as of 2/18, replacing Mary Meier, on sick leave

Paul I. Judah, watchman (temporary), Physical Plant, @ \$1.81 per hour for 48 hours, as of 2/22, replacing J. Edward Prall, on sick leave

Antonio J. Cote, electrician (temporary), Physical Plant, @ \$3.55 per hour for 80 hours, as of 2/22, replacement for Charles Dugan who couldn't begin employment until 3/7

Mabel A. Lenz, housekeeper (temporary), Home Economics, @ \$1.35 per hour for 136 hours, as of 2/25, replacing Marie Smith, on leave of absence

Nellie F. Anderson, cook's helper, Food Services, @ \$210 per month, as of 2/26, replacing Hazel Neujahr, resigned 2/29

Roy W. Berkley, maintenance equipment operator, Grounds, @ \$360 per month, as of 3/1, replacing Thomas Gallagher, transferred

Louise McKenzie, cook's helper (temporary), Food Services, @ \$210 per month, as of 3/9, replacing Genevieve Whitlock, on leave of absence

Diane Chilton, duplicating machine operator I, Business Services (Duplicating), @ \$220 per month, as of 3/14, replacing Judith Keller, resigned 3/11

Pearl B. Miller, clerk-typist II, Graduate School, @ \$240 per month, as of 3/16, replacing Nancy McMurray, transferred

Clarence M. Morris, maintenance worker, Lorado Taft, @ \$340 per month, as of 3/16, replacing Edwin Simpson, resigned 3/13

Nancy L. McMurray, clerk-stenographer III, Stenographic Pool, @ \$280 per month, as of 3/21, replacing Marcia Erickson, transferred

#### Change of Status

Richard M. Bartelt, assistant food production manager, Student Union, from \$340 per month to \$365 per month, as of 1/1, completion of probationary period, per November Board Report

Dorothy Bedick, clerk-stenographer III, Placement, @ \$370 per month, to secretary (stenographic), @ \$385 per month, as of 1/1

Wilma W. Murray, switchboard operator (temporary), Business Services, @ \$1.50 per hour for 85.5 hours, as of 1/1 (hours worked in December)

Beverly Orman, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.45 per hour for 63 hours, as of 1/1

Frances R. Gustafson, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.55 per hour for 128 hours, as of 1/1

Wendell Crofoot, stationary fireman (temporary), Physical Plant, @ \$2.30 per hour for 107 hours, as of 1/1

James A. Wisner, accountant I, Business Services, from \$425 per month to \$450 per month, as of 1/1, completion of probationary period, per November Board Report

Shirley L. Dirksen, nurse (temporary irregular), Lorado Taft, @ \$55 per week for three weeks, as of 1/4

Donald H. Schaefer, storekeeper, Neptune Central, @ \$365 per month, to route-man helper, Business Services, @ \$355 per month, as of 1/13

Dorothy E. Harmes, clerk-typist II, University School, from \$250 per month to \$260 per month, as of 1/22, completion of probationary period, per November Board Report

H. Arlene Sloan, clerk-typist II, Student Health Service, from \$240 per month to \$250 per month, as of 1/27, completion of probationary period, per November Board Report

Thomas J. Gallagher, maintenance equipment operator, Grounds, @ \$370 per month, to stores clerk, Neptune Central, as of 2/1, no change in salary

Loretta B. Meyer, clerk-stenographer I (temporary), Stenographic Pool, @ \$235 per month, to library clerk I, Library, as of 2/1, no change in salary

Charles W. Reams, janitor, New Residence Hall, @ \$315 per month, to Physical Plant, as of 2/1, no change in salary

David C. Johnson, janitor, New Residence Hall, @ \$315 per month, to Physical Plant, as of 2/1, no change in salary

Robert M. Stacey, janitor, New Residence Hall, @ \$315 per month, to Physical Plant, as of 2/1, no change in salary

Gilbert L. McNamer, janitor, New Residence Hall, @ \$315 per month, to Physical Plant, as of 2/1, no change in salary

William H. Johnson, janitor, Gilbert Hall, @ \$345 per month, to New Residence Hall, as of 2/1, no change in salary

Curtis Lovig, janitor, New Residence Hall, @ \$315 per month, to Cafeteria, as of 2/1, no change in salary

Linda Lou Snyder, clerk-stenographer II, Audio-Visual, from \$230 per month to \$235 per month, as of 2/1, completion of probationary period, per November Board Report

Robert C. Murray, purchasing agent, Business Services (Purchasing), from \$600 per month to \$650 per month, as of 2/1, completion of probationary period, per November Board Report

Sara A. Minnegan, clerk-typist II (temporary), Central Receiving (Inventory), @ \$1.32 per hour for 47 hours, as of 2/1

Bernice A. Hoelzer, typing clerk II (temporary), Housing Office, @ \$1.45 per hour for 68 hours, as of 2/1

Shirley L. Dirksen, nurse (temporary irregular), Lorado Taft, @ \$55 per week for one week, as of 2/1

Wendell Crofoot, stationary fireman (temporary), Physical Plant, @ \$2.30 per hour for 180 hours, as of 2/1

Frances R. Gustafson, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.55 per hour for 112 hours, as of 2/1

Beverly L. Orman, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.45 per hour for 149 hours, as of 2/1

Russell H. Bjelk, janitor, Physical Plant, @ \$315 per month, to New Residence Hall, @ \$345 per month, as of 2/3, per union negotiations

Clayton S. Bremner, janitor, Physical Plant, @ \$315 per month, to New Residence Hall, @ \$345 per month, as of 2/3, per union negotiations

Henry A. Reinken, janitor, Physical Plant, @ \$315 per month, to New Residence Hall, @ \$345 per month, as of 2/10, per union negotiations

Kay S. Callahan, clerk-stenographer II, Music, from \$230 per month to \$240 per month, as of 2/14, completion of probationary period, per November Board Report

Helen A. Gates, accounting clerk II, Business Services, from \$275 per month to \$290 per month, as of 2/17, completion of probationary period, per November Board Report

Barbara A. Heins, clerk-stenographer II, English, from \$255 per month to \$265 per month, as of 2/17, completion of probationary period, per November Board Report



Edwin M. Anderson, janitor, Physical Plant, @ \$315 per month, to New Residence Hall, @ \$345 per month, as of 2/17, per union negotiations

Karlis O. Priede, janitor, Physical Plant, from \$315 per month to \$345 per month, as of 2/17, per union negotiations

Ralph Caldwell, janitor, Physical Plant, from \$315 per month to \$345 per month, as of 2/24, per union negotiations

Lucille J. Marshall, clerk-typist II, University Food Services, from \$250 per month to \$260 per month, as of 2/24, completion of probationary period, per November Board Report

Wendell Crofoot, stationary fireman (temporary), Physical Plant, @ \$2.30 per hour for 72 hours, as of 3/1

Alice Baker, cook (temporary irregular), Lorado Taft, @ \$1.35 per hour for 72 hours, as of 3/1

Beverly Orman, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.45 per hour for 80 hours, as of 3/1

Frances R. Gustafson, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.55 per hour for 112.5 hours, as of 3/1

Wilma W. Murray, clerk-stenographer I (temporary irregular), Stenographic Pool, @ \$1.50 per hour for 48 hours, as of 3/1

Jean Sullivan, clerk-stenographer I (temporary irregular), Stenographic Pool, @ \$1.50 per hour for 65.2 hours, as of 3/1

Shirley L. Dirksen, nurse (temporary irregular), Lorado Taft, @ \$55 per week for one week, as of 3/1

Roy W. Berkley, groundsman, Grounds, @ \$345 per month, to maintenance equipment operator, @ \$360 per month, as of 3/1

Charles Lee Brooks, janitor, Physical Plant, from \$315 per month to \$345 per month, as of 3/8, per union negotiations

Dorothy M. Brooks, janitress, New Residence Hall, from \$235 per month to \$265 per month, as of 3/8, per union negotiations

Marjorie R. Hamilton, food production manager, Food Services, from \$400 per month to \$425 per month, as of 3/8, completion of probationary period, per November Board Report

Mary Ellen Massier, typing clerk II, Housing Office, from \$235 per month to \$250 per month, as of 3/8, completion of probationary period, per November Board Report

Carole L. Sanderson, clerk-stenographer II, Speech, from \$240 per month to \$250 per month, as of 3/8, completion of probationary period, per November Board Report

Esther O. Lambert, janitress, New Residence Hall, from \$235 per month to \$265 per month, as of 3/10, per union negotiations

Carole M. Altergott, clerk-stenographer II, Home Economics, from \$255 per month to \$270 per month, as of 3/14, completion of probationary period, per November Board Report

Harold L. Furman, janitor, Student Union, from \$315 per month to \$345 per month, as of 3/14, per union negotiations

Alyce M. McCants, clerk-stenographer II, Business Department, from \$260 per month to \$275 per month, as of 3/14, completion of probationary period, per November Board Report

Phyllis K. Maloney, clerk-stenographer II, Library, from \$245 per month to \$255 per month, as of 3/14, completion of probationary period, per November Board Report

Myrtle R. Rourke, library clerk I, Library, from \$225 per month to \$235 per month, as of 3/14, completion of probationary period, per November Board Report

Harriett T. Hunt, typing clerk II, University School, from \$235 per month to \$245 per month, as of 3/14, completion of probationary period, per November Board Report

Myril H. Buhler, clerk-typist II, Nursing-Mathematics, from \$250 per month to \$265 per month, as of 3/15, completion of probationary period, per November Board Report

Bonita J. Suter, janitress, New Residence Hall, from \$235 per month to \$265 per month, as of 3/16, per union negotiations

Nancy L. McMurray, clerk-typist II, Graduate School @ \$240 per month, to clerk-stenographer III, Stenographic Pool, @ \$280 per month, as of 3/21

Muriel M. Olenik, library clerk II, Library, from \$240 per month to \$250 per month, as of 3/21, completion of probationary period, per November Board Report

Colette V. Simcox, clerk-stenographer II, Housing Office, from \$260 per month to \$270 per month, as of 3/22, completion of probationary period, per November Board Report

#### Leave of Absence

Edwin J. Simpson, maintenance worker, Lorado Taft, from 12/15 through 1/27  
Angeline Smith, cook, Food Services, from 12/16 through 1/17  
Alice Hunter, cook, Food Services, from 1/15 through 3/13  
Genevieve Whitlock, cook's helper, Food Services, from 3/1 through 9/11/60  
Marie Smith, housekeeper, Home Economics, from 3/2 through 8/31/60  
Alice Hunter, cook, Food Services, from 3/14 through 4/13 (extended)

#### Return from Leave of Absence

Minnie Johnson, switchboard operator, Business Services, as of 1/4  
Angeline Smith, cook, Food Services, as of 1/18  
Edwin Simpson, maintenance worker, Lorado Taft, as of 1/28

#### Change of Name

Judith E. Anderson, to Judith E. Marshall, as of 2/1

#### Resignations

Marie Zapatka, clerk-stenographer II, Women's P.E., as of 12/17  
Wilma Murray, switchboard operator (temporary), Business Services, as of 12/18  
Lura-Marie Kiesa, clerk-typist II, Neptune Hall, as of 12/30, while on leave of absence  
Lillie Skaar, janitress, Physical Plant, as of 12/31 (disability payments expired and unable to return to work)  
Adeline Tate, typing clerk II, Housing Office, as of 1/8  
Wayne Challand, routeman helper, Business Services, as of 1/11  
Patricia Taylor, clerk-typist II (temporary), Central Receiving, as of 1/15

Rosalie Pluth, clerk-typist II, Registrar's Office, as of 1/15  
 Raynette Seger, library clerk I, Library, as of 1/29  
 Billie Kellogg, clerk-stenographer II, Social Science, as of 1/29  
 Sara Minnegan, clerk-typist II (temporary), Central Receiving, as of 1/29  
 Freeman Ewers, dishwasher, Neptune Central, as of 1/29  
 Willard Clawson, Jr., kitchen laborer, Neptune Hall, as of 2/1  
 Ariel Cook, laundry worker, Physical Plant, as of 2/5  
 Robert C. Underwood, food production manager, Student Union, as of 2/5  
 Franklin VanBuer, inventory clerk (temporary), Central Receiving, as of 2/6  
 Judith Silver, clerk-stenographer II, Physical Science, as of 2/9  
 Bernice Hoelzer, typing clerk II (temporary), Housing Office, as of 2/12  
 Paul Judah, watchman, Physical Plant, as of 2/20  
 Barbara Hottle, clerk-stenographer II, Industrial Arts, as of 2/26  
 Wendell Crofoot, stationary fireman (temporary), Physical Plant, as of 2/26  
 Hazel Neujahr, cook's helper, Food Services, as of 2/29  
 Paul Judah, watchman (temporary), Physical Plant, as of 2/29  
 Antonio Cote, electrician (temporary), Physical Plant, as of 3/4  
 Judith Keller, vari-typist I, Business Services (Duplicating), as of 3/11  
 Edwin Simpson, maintenance worker, Lorado Taft, as of 3/13  
 Anne Knodle, clerk-stenographer II, Biological Science-Earth Science, as of 3/18  
 Florence J. Stuart, clerk-typist II (temporary), Adams Hall, as of 3/21

Nonacademic Payrolls for 1960-1961

We wish to present for approval the non-union and union nonacademic payrolls for 1960-1961:

NON-UNION NONACADEMIC STAFF - 1960-1961

General Revenue

Classification - Range	Department	1959-60 Mo.Sal.	1960-61 Mo.Sal.
<u>Accountant I - 350-500</u>			
James Wisner	Business Services	450	500
<u>Accountant II - 425-650</u>			
Edward Fitzgerald	Business Services	580	600
Richard Grant	Business Services	515	600@
<u>Accountant, Chief -</u>			
N.P. _____	Business Services	---	700
<u>Agent, Purchasing - 500-800</u>			
Robert C. Murray	Business Services	650	730
<u>Agent, Asst. Purchasing -</u>			
N.P. _____	Business Services	---	500
<u>Assistant II, Personnel - 325-450</u>			
Eleanor J. Larson	Business Services	355	385
<u>Assistant II, Purchasing - 400-600</u>			
Loretta M. O'Neil	Business Services	425	445
<u>Attendant, Jr. Laboratory -</u>			
N.P. _____	Physical Science	---	375
<u>Attendant, Sr. Laboratory - 375-550</u>			
Martin Mattson	Physical Science	460	490

@ Classification to be changed to Assistant Bursar, effective 7/1/60

<u>Cashier I - 225-300</u>			
Faith Peura	Business Services	255	280
<u>Cashier II - 250-350</u>			
Madelyn Bailey	Business Services	290	320
<u>Clerk II, Accounting - 275-350</u>			
Jane H. Brooke	Business Services	290	320
Helen A. Cates	Business Services	290	310
<u>Clerk, Inventory - 300-400</u>			
William F. Sullivan	Inventory	325	350
<u>Clerk I, Library - 200-275</u>			
Sharen Bemis	Library	230	270@
Myrtle Rourke	Library	235	255
Loretta Meyer	Library	235	250
N.P. _____	Library	---	250
N.P. _____	Library	---	250
@ Classification to be changed to Library Clerk II, effective 7/1/60			
<u>Clerk II, Library - 225-300</u>			
Muriel Olenik	Library	250	270
Mattie Deaton	Library	245	265
Carolyn Hinds	Library	250	265
<u>Clerk III, Library - 250-325</u>			
Anastacia Keller	Library	275	300
Janice Moreland	Library	280	280
<u>Clerk I, Payroll - 225-300</u>			
N.P. _____	Business Services	---	250
<u>Clerk II, Payroll - 250-350</u>			
Barbara A. Lindgren	Business Services	295	325
<u>Clerk I, Typing - 200-275</u>			
Barbara Hammes	Testing	225	260@
<u>Clerk II, Typing - 225-300</u>			
Helen Day	Library	245	265
Harriett Hunt	University School	245	260
V. Louise Sauer	Business Services	245	260
N.P. _____	Physical Plant	---	250
<u>Clerk III, Typing - 250-325</u>			
Inez T. Owen	Inventory	305	320
<u>Clerk-Stenographer I - 200-275</u>			
Barbara J. Kemp	Education	255	275
Sarah Saksa	Placement	255	275
Ann Madison	Admissions	230	270#
V.P. _____	Steno. Pool	265	265
V.P. _____	Steno. Pool	265	265
Marcia Erickson	Summer Session	230	255
Judith Haderer	Speech Clinic	230	245
<u>Clerk-Stenographer II - 225-350</u>			
Marie Haendel	Regional Services	285	310
Theda Langley	Lorado Taft	275	305
Janet Sauter	Education	265	305%

@Classification to be changed to Typing Clerk II, effective 7/1/60

# Replacing Helen Farley, Clerk-Stenographer II, effective 5/1/60 @ 255 per month

% Classification to be changed to Clerk-Stenographer III, effective 7/1/60



Clerk-Stenographer II - 225-350 (Continued)

Carole Altergott	Home Economics	270	295
Alyce McCants	Bus. Administration	275	295
Phyllis Nordstrom	Physical Plant	275	295
Doris Thomas	Admissions	265	295
Elizabeth Decker	Counseling	265	290
Lois Gardner	Social Science	265	290
Judith E. Marshall	Women's P. E.	265	290
Mary Anne Marshall	Univ. Jr. High	265	290
Norma West	Men's P. E.	265	290
Barbara Heins	English	265	285
Patricia Halverson	Industrial Arts	260	280
Phyllis Maloney	Library	255	280
Margaret Budrich	Registrar	250	275
Constance Erickson	Dean of Women	250	275
Betty Teal	English-Publication	265	275
Carole Sanderson	Speech	250	270
Kay Callahan	Music	240	265
Sharon Keast	Regional Services	245	265
V. P. _____	$\frac{1}{2}$ Bio. Science	265	265
	$\frac{1}{2}$ Earth Science		
N. P. _____	Regional Services	---	265
N. P. _____	Coord. Financial Aids	---	265
N. P. _____	Audio-Visual	---	265
N. P. _____	Business Education	---	265
N. P. _____	History	---	265
Helen Farley	Admissions	260	260
Mary Dell Prater	Evening College	240	260
Linda Lou Snyder	Audio-Visual	235	255
N. P. _____	Vice President in Charge of Instr.	---	250

Clerk-Stenographer III - 250-400

Dora Anderson	Testing	375	400
Joyce List	Registrar	370	400
Dorothy Latimer	Health Service	365	390
Betty Blake	Dean of Education	320	360 @
Mariann Storey	Dean of Fine and Applied Arts	305	350 @
Christine Fletcher	University School	310	340
Nancy McMurray	Dean of Liberal Arts and Sciences	280	330 @
Ona Anderson	Grounds	295	325
Carol Bradley	Dean of Women	290	315
Ione Rice	Vice President - Stu. Pers. Services	275	310
Marlene Davis	Dean of Men	280	305
Barbara Learned	Student Activities	285	305
Nancy Hoey	Regional Services	280	300
Mary Beth VanBuer	Business Services	295	295

@ Classification to be changed to Secretary (Stenographic), effective 7/1/60

Clerk-Typist II - 225-300

Louise Derix	Registrar	280	300
Alice Petersen	Veteran's Office	270	295
Myril Buhler	$\frac{1}{2}$ Nursing	265	285
	$\frac{1}{2}$ Mathematics		
Reba Kizis	Registrar	270	285
Kathryn Pavelich	Security	265	285
Dorothy Harnes	University School	260	280
Helen Marshall	Registrar	240	280 #

# Classification to be changed to Clerk-Typist III, effective 7/1/60

Clerk-Typist II - 225-300 (Continued)

Dolores Marsh	Placement	255	275
Evalyn Cheadle	Audio-Visual	250	270
H. Arlene Sloan	Health Service	250	270
Sheila Adkinson	Business Services	245	265
Violet Little	Fine Arts	245	265
Ruth A. Johnson	Registrar	235	265 @
Margaret Hickey	Placement	240	260
Patricia Moore	Health Service	240	260
Wanda Stroyan	Registrar	235	260
Shirley Anderson	Registrar	240	255
Marian Arnold	Placement	255	255
Mary Ellen Gerrard	Registrar	235	255
Janice Lungstrom	Admissions	235	255
Martha Miller	Regional Services	235	255
Pearl Miller	Graduate School	240	255
Nadine Budd	Physical Science	245	250
Barbara Halverson	Registrar	225	250
N. P. _____	Admissions	---	250
N. P. _____	Placement	---	250
N. P. _____	Typist Pool	---	250
N. P. _____	Typist Pool	---	250
Jane Kittleson	Registrar	240	245
Shirley Hodge	Business Services	235	235
Valene Long	Admissions	230	230

@ Classification to be changed to Typing Clerk III, effective 7/1/60

Clerk-Typist III - 250-325

A. Ruth Moore	Business Services	270	300
Evelyn Bennewater	Extension	250	270
Shirley Micetich	Business Services	260	260

Dir. Bus. Services, Asst. - 600-925

Harlan E. Cain	Business Services	775	840
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Draftsman - 300-400

N. P. _____	Grounds - Physical Plant	375	375
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Engineer, Operations - 550-850

Anthony F. Lorusso	Grounds	750	800
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Mechanic, Asst. Automotive -

N. P. _____	Transportation	---	370
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Mechanic, Jr. Laboratory - 325-450

Ernest White	Physical Science	370	400
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Nurse, Health Service - 300-400

Josephine Fox	University School	335	355
Nancy J. Anderson	Health Service	320	340
Lois Rissman	Health Service	315	335
Shirley Dirksen	Lorado Taft	40	40

Officer II, Personnel - 500-800

Marlyn H. TenBoer	Business Services	600	680
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Officer, Placement

V. P. _____	Business Services	475	475
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Operator II, Book. Mach. - 250-325

V.P. _____	Business Services	275	275
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Operator I, Dupl. Mach. - 200-275

Cynthia Smith	Business Services	225	260 @
Diane Chilton	Business Services	220	240

@ Classification to be changed to Dupl. Mach. Opr. II or Vari-Typist, effective 7/1/60

Operator III, Dupl. Mach. - 300-400

Betty Buchan	Business Services	325	345
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Operator, Switchboard - 225-300

Minnie Johnson	Business Services	270	300
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Operator I, Tab. Mach. - 225-300

Barbara Lichty	Stat. Services	240	270
Barbara Davis	Stat. Services	240	265
Isabelle Fender	Stat. Services	240	265
N. P. _____	Stat. Services	---	250

Operator II, Tab. Mach. - 275-350

Edna J. Hansen	Stat. Services	300	345 #
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# Classification to be changed to Tab. Mach. Opr. III, effective 7/1/60

Operator III, Tab. Mach. - 325-450

Norma J. Walt	Stat. Services	375	420 %
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% Classification to be changed to Asst. Tab. Supervisor, effective 7/1/60

Police Sergeant - 325-450

Francis J. Sullivan	Security	375	405
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Secretary (Steno.) - 325-550

Ferne B. Mullis	Business Services	485	520
Dorothy Bedick	Placement	385	410
Dorothy Breen	Vice President	375	405
Regina Anderson	Student Teaching	350	380
K. Lois Chiles	Vice President in Charge of Instr.	350	380
Patricia Farley	Graduate School	325	355
V. P. _____	Vice President - Stu. Pers. Services	325	325

Supt. of Buildings - 550-850

Cecil J. Trimble	Physical Plant	730	800
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Supervisor, Custodial - 375-550

Harold Blake	Physical Plant	485	500
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Supervisor, Food Service - 300-400

Margaret Gatz	Lorado Taft	315	330
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Supervisor, Inventory - 325-450

Harry Chapman	Inventory	410	430
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Supervisor, Mailing Service - 300-400

Margaret Harris	Business Services	330	350
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Supervisor of Security & Traffic -

N. P. _____	Security	---	650
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Technician II, Electronics - 375-550

Peter Bradley	Audio-Visual	420	480 @
N. P. _____	Audio-Visual	---	375

@ Classification to be changed to Electronics Engineering Asst., effective 7/1/60

Worker, Laundry - 185-275

Ida McLean	Physical Plant	215	240
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Worker, Maintenance - 300-400

Clarence Morris	Lorado Taft	340	385 *
N. P. _____	Lorado Taft	---	385 *

\* At completion of probationary period.

\* \* \* \* \*

## UNION NONACADEMIC STAFF - 1960-1961

## General Revenue

Classification	Department	1959-60 Mo.Sal.	1960-61 Mo.Sal.
<hr/>			
<u>Attendant, Equipment - N.R.</u>			
James Vannucci	Men's P. E.	345	360
<u>Carpenter - P.R.</u>			
Arnold Johnson	Physical Plant	3.40 p h	3.40 p h
Clarence Scott	" "	3.40 p h	3.40 p h
<u>Clerk, Receiving - N.R.</u>			
Charles Nash	Central Receiving	355	370
<u>Cook - N.R.</u>			
Marian Blumeyer	Lorado Taft	230	255
Mabel Stitzel	" "	230	255
N. P. _____	" "	---	255 @
<u>Electrician - P.R.</u>			
Howard Cook	Physical Plant	3.55 p h	3.55 p h
Ernest Youngren	" "	3.55 p h	3.55 p h
<u>Engineer, Chief Plant Opr. - N.R.</u>			
Ray Latimer	Heating Plant	600	620
<u>Engineer, Stationary - N.R.</u>			
Donald Carlson	Heating Plant	505	525
Arnold Hayes	" "	505	525
Robert Rhoades	" "	505	525
<u>Fireman, Stationary - N.R.</u>			
James Becker	Heating Plant	450	470
Howard B. Clark	" "	450	470
Albert L. Hinkle	" "	450	470
James Roof	" "	450	470
Donald Snyder	" "	450	470
<u>Foreman, Grounds - N.R.</u>			
Robert J. Kivell	Grounds	430	430 #
<u>Foreman, Janitor - N.R.</u>			
Howard Dunkle	Physical Plant	390	405
Herbert Williams	" "	390	405
<u>Sub-Foreman, Janitor - N.R.</u>			
Lawrence LaCosse	Physical Plant	370	385

@ Incumbents subject to lesser amounts during probationary period in accordance with existing union contract

# Retires August 31, 1960



<u>Gardener, Asst. Grounds - N.R.</u>			
Frank Simmons	Grounds	370	385
<u>Gardener, Landscape - N.R.</u>			
Raleigh W. Larson	Grounds	420	435
<u>Groundsman - N.R.</u>			
Romolo Drago	Grounds	345	360
Stanley Erickson	"	345	360
Claude Moore	"	345	360
Stephen Nash	"	345	360
V. P. _____	"	345	360 @
V. P. _____	"	345	360 @
<u>Helper, Routeman - N.R.</u>			
Donald Schaefer	Central Receiving	355	370
N. P. _____	" "	---	370 @
<u>Helper, Stationary Fireman - N.R.</u>			
Martin Erickson	Heating Plant	425	470 #
Joseph Homan	" "	425	470 #
N. P. _____	" "	---	420 @
<u>Housekeeper - N.R.</u>			
Marie Smith	Home Economics	265	270
<u>Janitor - N.R.</u>			
George Belk	Physical Plant	315*	360
Karl Boe	" "	315*	360
Wayne Bogle	" "	345	360
Charles Lee Brooks	" "	315*	360
Ralph Caldwell	" "	345	360
Donald Coulter	" "	345	360
Arcangelo Darin	" "	345	360
Russell Davenport	" "	345	360
William B. Ferguson	" "	345	360
Arthur Friestead	" "	345	360
Kenneth Furman	" "	345	360
Orville Halverson	" "	345	360
David Johnson	" "	315*	360
Lars Larsen	" "	345	360
Walter Lenz	" "	345	360
Alec McConn	" "	345	360
Gilbert McNamer	" "	315*	360
Paul Michelson	" "	345	360
David Perry	" "	345	360
Frank Phillips	" "	345	360
Karlis Priede	" "	345	360
Charles Reams	" "	315*	360
Mike Samardzija	" "	345	360
Wilfrid Sauter	" "	345	360
Earl Sloan	" "	345	360
Edwin Smith	" "	345	360
Robert Stacey	" "	315*	345
James Vancil	" "	345	360
Charles Vandling	" "	345	360
V. P. _____	" "	315	360 @
N. P. _____	" "	---	360 @
N. P. _____	" "	---	360 @
N. P. _____	" "	---	360 @

@ Incumbents subject to lesser amounts during probationary period in accordance with union contract

# Promotion dependent on taking and passing Stationary Fireman examination

\* Scheduled to complete probationary period prior to 7/1/60

Janitress - N.R.

Mary House	Physical Plant	265	270
Charlotte LaCosse	" "	265	270
Laurentze Larsen	" "	265	270
Agnes Schroeder	" "	265	270
Violette Simmons	" "	265	270
Jacqueline Tyrrell	" "	235*	270
N. P. _____	" "	---	270 @

Mechanic, Automotive - N.R.

William F. Gates	Transportation	435	450
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Operator, Maintenance Equipment - N.R.

Roy Berkley	Grounds	360 @	385
Elmer Blake	"	370	385
Elmer Culbertson	"	370	385
Arvo Huttunen	"	370	385
Clarence Neujahr	"	370	400 #
Charles O'Donnell	"	370	385
Harve Ruth	"	370	385
Ervin Woods	"	370	385
Clarence Webb	Lorado Taft	370	385
N. P. _____	Grounds	---	385 @

Operator & Repairman, Motor Vehicle - N.R.

John Allen	Transportation	385	400
Harold Lindus	"	385	400

Painter - P.R.

Kenneth Kidd	Physical Plant	3.20 p h	3.20 p h
Sigvald Olsen	" "	3.20 p h	3.20 p h
Kenneth Richardson	" "	3.20 p h	3.20 p h
N. P. _____	" "	-----	3.20 p h

Plumber - P.R.

Arthur Carlson	Physical Plant	3.80 p h	3.95 p h%
N. P. _____	" "	-----	3.95 p h

Policeman - N.R.

Bernard Jordon	Security	345	360
George Maxwell	"	345	360
William Walsh	"	345	360
N. P. _____	"	---	360 @
N. P. _____	"	---	360

Steamfitter - P.R.

Sidney Wales	Physical Plant	3.80 p h	3.95 p h%
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Storekeeper - N.R.

John Pickens	Central Receiving	375	390
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Watchman - N.R.

Edward Bellerive	Security	345	360
John Higgins	"	315*	360
Peter Kizis	"	345	360
J. Edward Prall	"	345	360
Harold Trotz	"	345	360

@ Incumbents subject to lesser amounts during probationary period in accordance with existing union contract

# Classification to be changed to Maintenance Repairman, effective 7/1/60

\* Scheduled to complete probationary period prior to 7/1/60

% Salary increase is effective 6/1/60

NON-UNION NONACADEMIC STAFF - 1960-1961

Bond Revenue

Classification - Range	Department	1959-60 Mo.Sal.	1960-61 Mo.Sal.
<u>Assistant II, Purchasing - 400-600</u>			
N. P. _____	Univ. Food Services	---	525
<u>Baker, Head - 325-450</u>			
Charles Saarela	Bakery	360	395
<u>Baker, Second - 275-350</u>			
Ivan Houseman	Bakery	320	340 *
* Classification to be changed to First Baker, effective 7/1/60			
<u>Clerk II, Accounting - 275-350</u>			
Isabel C. Meier	Univ. Food Services	275	310
<u>Clerk, Stores - 300-400</u>			
Thomas J. Gallagher	Neptune Central	370	370
<u>Clerk II, Typing - 225-300</u>			
Mary Ellen Massier	Housing Office	250	270
Ruth Trimble	Gilbert	245	265
<u>Clerk-Stenographer II - 225-350</u>			
Colette Simcox	Housing Office	270	290
<u>Clerk-Stenographer III - 250-400</u>			
Beverly Swanson	Univ. Food Services	310	340
<u>Clerk-Typist II - 225-300</u>			
LaVonne Jensen	Williston	285	300
Mary Meier	Adams	285	300
Lucille Marshall	Univ. Food Services	260	275
Bernadette Keeling	Neptune - North	250	270
Elizabeth Lytle	Neptune - West	235	255
Ruth Taylor	Housing Office	235	255
Adele Berkes	Neptune - East	240	250
<u>Director of Housing - 500-800</u>			
James Burgoyne	Housing Office	620	680
<u>Director of Univ. Food Services - 500-800</u>			
Robert Buchanan	Univ. Food Services	700	780
<u>Foreman, Laundry - 300-400</u>			
Delmar Jones	Laundry	345	375
<u>Manager, Food Production - 375-550</u>			
Charlotte Allen	Neptune Central	465	505
Elizabeth Rilat	Gilbert	465	505
Dorothy Wilcox	Cafeteria	465	505
Marjorie Hamilton	Neptune Central	425	465
Virginia Hendrickson	Student Union	400	465
Mildred Houseman	Williston	405	455
Elizabeth Secrest	Adams	400	440
<u>Manager, Asst. Food Production - 325-450</u>			
Richard Bartelt	Student Union	365	395

Manager, Food Service - 475-750

Barbara Child	Univ. Food Services	615	665
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Manager, Asst. Food Service - 400-600

Helen Queenan	Univ. Food Services	530	575
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Supervisor, Fountain - 275-350

Lillian Lundberg	Neptune Central	275	290 *
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\* Additional increase not to exceed \$15 per month at end of probationary period.

Carpenter - P.R.

Vernon Plapp	Physical Plant	---	3.40 p h
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Cashier, Dining Room - N.R.

V. Mae Judah	Cafeteria	230	240
Nellie Harding	Student Union	220	240

Cook - N.R.

Betty Bernahl	Food Services	245	255
Margaret Butler	" "	250	255
Ruth Doerr	" "	230	255
Marian Fuller	" "	220	255
Lima Holder	" "	240	255
Alice Hunter	" "	220	255
Lucille Johnson	" "	240	255
Anna Lindemann	" "	245	255
Geraldine Mitchell	" "	245	255
Cecile Nichols	" "	230	255
Tillie Quinn	" "	245	255
Zelpha Russie	" "	240	255
Anna Ryan	" "	245	255
Margaret Sauter	" "	220	255
Catharine Seldal	" "	245	255
Angeline Smith	" "	245	255
Juanita Smith	" "	230	255
Rachel Stone	" "	245	255
Helen Tedford	" "	245	255
Effie Wiggins	" "	245	255
Jennie Ziegler	" "	230	255

Dishwasher - N.R.

Arnulfo Arce	Cafeteria	245	250
Armando Farran	Neptune Central	245	250
Samuel Naylor	Student Union	245	250

Electrician - P.R.

Charles Dugan	Physical Plant	---	3.55 p h
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Foreman, Janitor - N.R.

Elmer Holbo	Physical Plant	390	450 *
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\* Classification to be changed to Custodial Supervisor, effective 7/1/60

Foreman, Painter - P.R.

Leif Larsen	Physical Plant	3.45 p h	3.45 p h
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Sub-Foreman, Janitor - N.R.

S. Pinkie Halstead	Physical Plant	370	385
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Helper, Baker's - N.R.

Bobbie J. Mitchell  
N. P. \_\_\_\_\_

Bakery  
"

250  
---

275 @  
260 #

@ Classification to be changed to Second Baker, effective 7/1/60  
# Position being requested in April Board Report

Helper, Cook's - N.R.

Evelyn Alexander	Food Services	225	240
Nellie Anderson	" "	210*	240
Olga Bianchi	" "	220	240
Mary Alice Cadie	" "	220	240
Helen Collins	" "	225	240
Jennie Hickerson	" "	235	240
Audrey Hudson	" "	225	240
Geneva Kangas	" "	220	240
Eva Klippfahn	" "	225	240
Ruth McDowall	" "	235	240
Agnes Murray	" "	235	240
Marian O'Donnell	" "	230	240
Evelyn Pajkos	" "	220	240
Margaret Silger	" "	220	240
Helga Tadd	" "	235	240
Carrie Wells	" "	220	240
Genevieve Whitlock	" "	230	240
Florence Williams	" "	235	240
Helene Ziegler	" "	225	240
Selma Halstead	University School	235	240 %

% Receives salary from University School Lunch Program

Janitor - N.R.

Edwin M. Anderson	Physical Plant	345	360
Russell Bjelk	" "	345	360
Clayton Bremner	" "	345	360
Cecil Conley	" "	345	360
James Flood	" "	345	360
Harold Furman	" "	315*	360
Donald Haeffner	" "	345	360
William K. Hollister	" "	345	360
William H. Johnson	" "	345	360
Curtis Lovig	" "	315*	360
T. Harold Marshall	" "	345	360
Milton Nelson	" "	345	360
Henry Reinken	" "	345	360
Aaron Saari	" "	315*	360
Elmer Turnbloom	" "	345	360
James Vannucci, Jr.	" "	315*	360
Emmett Youngren	" "	345	360

Janitress - N.R.

Dorothy Brooks	Physical Plant	235*	270
Arlene Hampa	" "	265	270
Esther Lambert	" "	235*	270
Olive Loescher	" "	265	270
Lillian Peterson	" "	265	270
Naomi Robinson	" "	235*	270
Edna Ross	" "	265	270
Bonita Suter	" "	235*	270
Senja Seppala	" "	265	270

\* Scheduled to complete probationary period prior to 7/1/60

Laborer, Kitchen - N.R.

Roy Caldwell	Gilbert	255	265
Louis Harland	Williston	255	265
James Royalty	Adams	255	265
James Savage	Student Union	255	265
Robert Streeter	Cafeteria	255	265
Michael Trainor	Neptune Central	255	265
David Lange	Neptune Central	245	250
Wilhelm Leininger	Gilbert	245	250
Donald McGookey	Neptune Central	245	250

Repairman, Utilities & Maint. - N.R.

Virgil Bodenhamer	Physical Plant	505	525
N. P.	Physical Plant	---	525

Supervisor, Dining Room - N.R.

Charlotte Ward	University School	290	305 @
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Worker, Maintenance - N.R.

Andrew Evensen	Physical Plant	375	390 #
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@ Receives salary from University School Lunch Program

# Receives salary from Married Students Housing Income Fund

Request for Extra Civil Service Clerical Help During Vacation Period:

June 1 - September 10, 1960

2 Clerk Typist	Registrar's Office	Salary	225-300
1 Clerk Typist	Admission's Office	Salary	225-300

Payable from Personal Services, General Revenue

Request for Additional Civil Service Employees, Effective May 1, 1960

1 Clerk-stenographer III (salary range \$250-400) - Office of the Dean of Liberal Arts & Sciences

This position is included in the Internal Budget for 1960-61, but we should like permission to establish and fill the position as of May 1, 1960 salary payable from Personal Services, General Revenue.

1 Routeman Helper (Central Receiving and Delivery Work)

This position is included in the Internal Budget for 1960-1961 but we should like permission to fill this position May 1 instead of July 1 because the work in Central Receiving and the delivery work has increased so that it has been necessary to take men from other assigned work in order to handle the volume of work and deliveries. This is a negotiated classification - salary \$325 per month to start; \$340 as of July 1, and \$370 per month after a six months' probationary period. Available funds in our current budget, Personal Services, General Revenue.

1 Baker's Helper - Salary Range: \$250-260

About January 15 when food services were moved from Neptune North to Neptune Central Dining Area, the bake shop which was housed in extremely inadequate quarters in Williston Hall, was moved to the kitchen of Neptune North. This provided additional space and facilities so that the bake shop is able to expand its services and production. Additional help is needed to take care of this expansion. We should like to have permission to establish a new position of Baker's Helper, effective May 1, 1960, salary payable from appropriate Bond Revenue Funds.

### Heating Plant Employees

Because of additional responsibilities incurred by heating plants in new buildings and because we expect the chief plant operating engineer to retire within a year or two, we should like to have permission as of May 1, 1960 to promote one of our stationary engineers (current negotiated salary of \$470 per month) to the position of assistant chief plant operating engineer with a salary of \$535 per month and an additional increment of \$25 per month (\$560) on July 1, 1960. We should also like to have permission to promote a stationary fireman to the class of stationary engineer.

These changes in classification will not involve additional personnel.

### Request for Extension of Services of Civil Service Employee

We should like to ask that the services of Miss Dora Anderson, clerk-stenographer III, Office of Tests and Measurements, be extended for one year. Miss Anderson was to have been retired compulsorily on August 31, 1960.

We are asking for an extension because the director of tests, Miss Bernice Roth, will be on leave of absence during the academic year 1960-1961. Miss Anderson's many years of valuable experience in this office will be a great asset to the proper functioning of the office during the absence of Miss Roth. To the best of our knowledge, Miss Anderson is in good health.

## IV. THE ORGANIZATION

### Length of Summer Session

We are studying the possibility of changing the length of the summer session beginning with June, 1961.

Northern has been offering an eight-week summer session as the maximum amount of credit with varying courses of less than eight weeks in length. We are now considering courses on a six weeks-six weeks basis, a twelve weeks basis, an eight weeks-four weeks basis, or a six weeks-five weeks basis and other combinations in addition to the regular special courses of varying lengths. A student taking summer work amounting to twelve weeks for three summers in addition to the regular year's work could earn a bachelor's degree in three years.

## V. THE CURRICULUM

### 1. Approval of the following to teach courses in the Graduate School

#### Department of Business Administration

Dr. Don W. Arnold, Ph.D., State University of Iowa

#### Department of Education

Dr. Marguerite O'Connor, Ed.D., Loyola University, Chicago

Dr. James M. Ward, Ed.D., University of Texas

#### Department of Music

Dr. Archie O. Haugland, Mus.D., Eastman School of Music

Dr. William C. Race, Mus.D., University of Michigan

## 2. Faculty - Graduate Assistants (Positions Previously Approved by the Board)

### Resignations

Department	Name	Effective Date
Biological Sciences	John B. Hutten	January 31, 1960
Biological Sciences	Victor Zapatka	January 31, 1960
Earth Sciences	Donald Martin	January 31, 1960
Education	Helge H. Wohofsky	March 31, 1960
Physics	William G. Netzt	February 29, 1960
Regional Services	Robert J. Wenzel	January 31, 1960
Research	Joseph C. Moutvic	January 31, 1960
Social Sciences	Jesse A. Baker	January 31, 1960
University Library	Roger L. Scanland	February 29, 1960

### Replacements and New Appointments

Department	Name	Effec.Date	Length	Monthly Salary
Biological Sciences	John V. Grimes	2/24/60	4 months	\$ 75.00
Biological Sciences	Donald Murphy	2/10/60	4½ months	75.00
Earth Sciences	Bruce Tobin	2/8/60	4½ months	75.00
Education	Robert W. Adkins	2/8/60	4½ months	75.00
Education	Helge H. Wohofsky	2/8/60	4½ months	75.00
History	Richard Karsen	2/1/60	4½ months	75.00
History	Paul Wilson	2/1/60	4½ months	75.00
Industrial Arts	Ronald Hughes	2/8/60	4½ months	75.00
Research	Helge Wohofsky	3/1/60	3½ months	150.00
Social Sciences	Donald Adamowicz	2/1/60	4½ months	75.00
Social Sciences	Nicholas Panos	2/1/60	4½ months	150.00
Speech	Gentry Lovett	2/1/60	4½ months	150.00
University Library	John Sherman	2/1/60	4½ months	150.00
University Library	Marguerite H. Terwilliger	3/1/60	3½ months	150.00

## 3. Consultant (North Central Association of Colleges & Secondary Schools)

In accordance with the plan suggested by the North Central Association of Colleges and Secondary Schools, we plan to ask the secretary of the Association to assign a consultant to Northern to work with us as we plan for the future in the offering of the doctorate. His assignment will be to advise us concerning needs at the present time so that as we begin to offer the doctorate we will know that we have fulfilled the suggestions of the Association.

Since we are now offering the sixth year program, there is a question as to whether we will be visited before we offer the doctorate. There is a possibility that the National Commission for the Accreditation of Teacher Education (NCATE) will visit Northern in the spring of 1964 but this may be changed, depending upon the visit of the North Central Association.

## 4. Workshop on Airborne Television

We plan to offer a Workshop on Airborne Television (July 25-29, 1960) in cooperation with the Midwest Council on Airborne Television Instruction. The Council will furnish two consultants as leaders of the 1960 workshop. The purpose of this workshop is to help superintendents, principals and classroom teachers prepare for the telecast program of the Council beginning February 1, 1961 and to help schools and teachers in their use of lessons and courses presented in educational television programs.

The Council will develop and operate an airborne instructional television project serving an area roughly within a 150-200 mile radius of the north-central portion of Indiana. Financing of the Council comes from a \$4,500,000 appropriation by the Ford Foundation and



from other contributions from private industry, providing a total of \$7,000,000. Northern Illinois University is one of four universities in this state selected as a resource institution to offer a workshop and our area is one of eighteen set up to cover the six states - Illinois, Indiana, Kentucky, Michigan, Ohio and Wisconsin.

5. Co-ordinator for Resource Institution (Midwest Council on Airborne Television Instruction)

We plan to serve as a resource institution of the Midwest Council on Airborne Television Instruction and to enter into an agreement with the Council to employ an area co-ordinator for the Northern Illinois University area. The Council will pay one-half the salary of this university staff member serving as co-ordinator, the salary of a one-half time secretary and mileage at 8¢ per mile incurred by the area co-ordinator in the fulfillment of his assignment with the midwest program on airborne television instruction. This appointment would extend through the 1961 summer session.

The co-ordinator will organize and direct workshops for superintendents, principals and classroom teachers to help them prepare for the telecast program beginning February 1, 1961; plan other workshops, teacher education experiences, seminars, and consultation services to insure the success of classroom teachers receiving the telecast program; plan teacher education experiences for future teachers in the field of understanding techniques used by the classroom teacher receiving telecasts; interpret and promote the midwest program on airborne television in the area and disseminate information to local schools helpful in carrying on the telecast program of the Council.

6. Foreign Language Workshop

After a consultation with Mr. Helmut Meyerbach, foreign language representative of the State Department of Public Instruction, we plan to offer a workshop in the teaching of foreign languages in the elementary schools for five weeks (June 27 - July 30), offering five undergraduate credits. The director will be a member of the regular university staff; there will be one full-time demonstration teacher and two native French persons classified as faculty assistants.

The greatest need for teaching language in this area lies in the elementary field but in the future, this workshop may form the basis for a request for a foreign language workshop under the programs of the National Defense Education Act. The specific aim of the workshop is to improve the teacher's proficiency in French, to acquaint him with the methods, course content and teaching aids of an elementary school program in French and to provide him with the opportunity for oral use of the language.

VIII. STUDENT LIFE

Wrestling Champion

We are happy to inform the board that Roy Conrad, junior from Chicago, has passed the first hurdle on his way to the Olympics. Wrestling in the 177 pound class, he won the national championship of the NCAA which assures him a place in the Olympics try-out. Roy's goal has for many years been to become the Olympic champion of the 177 pound class.

IX. MISCELLANEOUS

Agreement With Superintendent of Public Instruction

Northern Illinois University has entered into an agreement with the office of the Superintendent of Public Instruction to provide consultant assistance

to his department in its program for the improvement of guidance, conseling and testing in the schools of Illinois. Northern will be reimbursed by the state department for any service it renders in this connection.

Northern Illinois University Foundation

A study of the loans processed through the Student Loan Fund of the Foundation shows the increase in the average amount of the loans as follows:

June 1 through May 31

		June 1, 1959--
<u>1957-1958</u>	<u>1958-1959</u>	<u>January 14, 1960</u>
66 loans - total of \$13,054. Ranged from \$40 to \$350 with an average of \$197.79	146 loans - total of \$25,487.50. Ranged from \$35 to \$350 with an average of \$174.57	103 loans - total of \$21,278. Average loan was \$206

National Science Foundation Grant

Just as this report was being prepared, we learned that the National Science Foundation has awarded a grant of \$2,990.00 to Dr. Charles Rohde and to Dr. C. Jackson Bennett, Department of Biological Sciences for further research in the fields of acarology (mites) and genetics, respectively. This sum will enable the two faculty members to continue some very important work during the summer.

The grant brings to a total of four fields in which the Foundation has awarded funds to Northern: Chemistry, physics -- summer institute for elementary school teachers; summer institute in earth science and physical geography for high school teachers, and in-service institute for secondary school teachers in science and mathematics.

Also, in-service institute in Mathematics for Elementary School Teachers - Dr. Hellmich, \$5,650.

Leslie A. Holmes  
President

Report of  
WESTERN ILLINOIS UNIVERSITY

April 25, 1960

I. STUDENTS

	Men & Boys	Women & Girls	Total	Equated to Full Time	One Year Ago Total Equated	
A. Enrollment, Spring Quarter, 1960						
1. University (on campus)						
<u>Day Students</u>						
Graduates	39	16	55		82	
Seniors	313	147	460		349	
Juniors	297	176	473		546	
Sophomores	339	218	557		587	
Freshmen	453	317	770		832	
Special	4	6	10			
	1445	880	2325	2291	2396	2353
<u>Saturday and Evening Classes</u>						
Graduates	55	37	92		151	
Seniors	1	20	21		26	
Juniors	0	10	10		25	
Sophomores	1	4	5		2	
Freshmen	0	1	1		1	
Special	2	6	8			
	59	78	137	38	205	57
Sub-Total	1504	958	2462	2329	2601	2410
2. Extension, Second Semester, 1959-60						
Beardstown - Speech 335	2	29	31			
Dallas City - Art 324	0	14	14			
East Moline-English 418-418G	4	18	22			
Galesburg-Psychology 423-423G	20	28	48			
Havana-History 444	9	27	36			
Peoria-Math. 220-221	0	12	12			
Quincy-Econ. 430-430G	9	15	24			
Rock Island-Vis.Ed. 320	1	16	17			
	45	159	204	—	228	—
3. Campus School						
High School	98	114	212		214	
Grades 1 - 8	160	175	335		345	
Kindergarten	29	18	47		43	
	287	307	594	—	602	—
Grand Total	1836	1424	3260		3431	
4. Veterans (included in foregoing)						
P.L. 894 (16)	1	0	1		2	
P.L. 550	147	0	147		274	
P.L. 634	4	6	10		3	
Military Scholarships	102	4	106		86	
	254	10	264	—	365	

B. Scholarship Students, Spring Quarter, 1960

	Student Activity and Registration Fees	Matriculation and Graduation Fees
1. Teacher Education Scholarships	963	15
2. Legislative Scholarships	7	0
3. Military Scholarships	106	2

II. FACULTY

A. Retirements

1. According to the records of the University Retirement System of Illinois, the following faculty members will have reached the age of sixty-eight prior to September 1, 1960, and therefore will be compulsorily retired as of that date:

Roscoe G. Linder, Professor of Education  
Ethel Ray, Assistant Professor of Education

2. Mr. Harold F. Schory, Associate Professor of Speech, who is sixty-six years of age, requests permission to retire effective September 1, 1960.

B. Leave of Absence

1. Without Salary

The following staff member, who is not on tenure, has requested leave of absence without salary for the academic year, 1960-61, and will be re-employed by the university upon the recommendation of the department head when and if such employment is available. Ordinarily, we expect to re-employ such a person; however, this is a decision for the department head to make at the time of the intended return of the person granted leave.

Mr. Bruce I. Vennard, Instructor and Supervising Teacher of Fifth Grade, to enroll for advanced graduate work at the University of Nebraska.

2. Military

Dr. John G. Westover has been assigned to active duty with the United States Army Reserve for the period May 28 through June 11, 1960. He will actually miss only the last week of the spring quarter, as he is not scheduled to teach the first summer term.

C. Resignations

1. Mr. Louis H. Saban, Assistant Professor of Physical Education, effective June 3, 1960, to enter professional football coaching.
2. Mr. Joel D. Collier, Instructor of Physical Education, effective June 3, 1960, to enter professional football coaching.
3. Mr. Robert N. Miller, Instructor of Physical Education, effective June 3, 1960, to enter professional football coaching.
4. Dr. Florence M. Hulett, Assistant Professor and Supervising Teacher of Physical Education, has submitted her resignation to become effective at the close of the first summer term, 1960.

D. Not on Tenure and Not to be Reappointed



1. Richard Dean, Associate Professor of Dramatics and Speech

2. G. H. Miller, Associate Professor of Mathematics

E. Termination of One-year or Other Temporary Appointments (1959-60)

1. James Alexander, Instructor and Supervising Teacher of Geography

2. Pearl Patterson Castle, Instructor and Supervising Teacher of Foreign Languages

3. Ellen Heine, Assistant Professor of Physical Education

4. Wilbur Hoppe, Instructor of Mathematics

5. Flora Kirschner, Instructor and Supervising Teacher of Speech and Dramatics

6. Gilbert R. Shuck, Assistant Professor of Physical Education

F. Appointments for Spring Quarter, 1960

1. Mrs. Alice B. Kellogg was continued as Faculty Assistant in Women's Physical Education during the spring quarter at \$200 per month. This was a temporary appointment on a part-time basis since the department is short one staff member.

2. Mrs. Earlene Kimler McClure was continued as Faculty Assistant and Supervising Teacher of Mathematics during the spring quarter at \$400 per month. This is a temporary appointment due to the fact that a regular staff member could not be secured.

3. Miss Margaret B. Donley, who retired from Western's staff in 1958, was employed to teach one course in Education during the spring quarter at \$200 per month. The Education Department has been short one staff member since October.

4. Mrs. Ruth Priddy was continued as Instructor in the Department of English during the spring quarter at \$500 per month. She is a temporary replacement for Floyd Casey, resigned.

G. Appointments for 1960-61

1. Mr. Jackie C. Curless is recommended for employment as Instructor in Business Education at \$560 per month, subject to his having the M.S. degree by August 19, 1960. This will be a temporary appointment for the 1960-61 academic year only as a replacement for William Watts who will be on leave of absence. Mr. Curless has done both his undergraduate and graduate work at Western and is scheduled to complete the requirements for the M.S. in Education in August 1960. He has had one year of teaching experience and also some experience in business.

2. Mrs. Grace Baker is recommended for temporary employment as Faculty Assistant in the Library for the period September 1960 through January 1961 at \$390 per month. She will substitute for Miss Lucile Neu, who will be on leave. Mrs. Baker holds the B.S. degree from Western and has completed some work toward the Master's. She worked in the library as a student, and she has also substituted in the library on several occasions during summers or when staff members have been on leave.

3. Dr. Richard L. Hardin is recommended for appointment as Associate Professor in the Department of Chemistry beginning September 1960 at \$860 per month. Dr. Hardin received the A.B. from Washington University and the Ph.D. from Indiana University. He has taught at Indiana University, University of Louisville, Medical College of Virginia, and Lamar State

College of Beaumont, Texas. He will replace S. Levine, who resigned at the close of the fall quarter, 1959.

4. Mr. Theodore R. Garrison is recommended for appointment as Associate Professor of English effective September, 1960, at \$800 per month, subject to his having the Ph.D. by July 1, 1960. He received the B.A. degree from Ouachita College (Arkadelphia College) and the M.A. from the University of Arkansas. He is scheduled to receive the Ph.D. from the University of Wisconsin in June, 1960. Mr. Garrison has been on the staff of Arkansas Polytechnic College since 1948. He is a replacement for Floyd Casey.
5. Mr. Earl R. Nitschke is recommended for a temporary appointment for the 1960-61 academic year as Instructor and Supervising Teacher of Art as a replacement for Russell E. Carter, who will be on leave of absence. He received the B.S. from Michigan Central College and the M.A. from Michigan State University. At the present time he is an art teacher in the public schools of Romulus, Michigan. His salary will be \$620 per month.
6. Mrs. Ruby Richey Erwin is recommended for a temporary appointment as Instructor in the Department of Home Economics for the 1960-61 academic year as a substitute for Miss Nancy Neeley, who will be on sabbatical leave. Mrs. Erwin holds the B.Ed. degree from Illinois State Normal University and the M.A. from Teachers College. For the past ten years she has been on the staff of North Central College. Her salary will be \$740 per month.
7. Mr. Larry Foster is recommended for temporary employment as Instructor in the Department of Audio-Visual Education for the 1960-61 academic year as a substitute for Don Crawford, who will be on sabbatical leave. Mr. Foster received the B.S. in Education from Western Illinois University and is scheduled to receive the M.S. in Education from the University of Wisconsin in August, 1960. His salary will be \$560 per month. Mr. Foster worked in the Audio-Visual Department while a student at Western. The contract will be subject to his receiving the Master's degree prior to September 1, 1960.
8. Mrs. Barbara Morrow is recommended for employment as Faculty Assistant and Assistant Director of the Student Center beginning July 1, 1960, at a salary of \$300 per month. Mrs. Morrow will receive the B.S. degree in June, 1960, and has been working in the Student Center on a part-time basis while completing her undergraduate work.
9. Miss Anna Maria Fagerlie is recommended for employment effective September, 1960, as Assistant Professor of Education at \$800 per month. She will replace Ethel Ray, retired. Miss Fagerlie received the B.S. from St. Cloud, Minnesota, State College and the A.M. and Ed.D. from Colorado State College. She comes to Western from the staff of Colorado State College.
10. Miss Anne Ingram is recommended for employment as Assistant Professor in Women's Physical Education beginning December, 1960. Miss Ingram received the Bachelor's degree from the University of North Carolina, M.A. from the University of Georgia, and is scheduled to receive the Ed.D. from Columbia University in June, 1960. Her salary will be \$700 per month. She has taught at the University of Mississippi and Louisiana Polytechnic Institute, and during the period 1954-1958 she operated a private dance studio.
11. Dr. Maryann Ehrhardt is recommended for appointment as Counselor of Women beginning June 1, 1960, at a salary of \$760 per month. Miss Ehrhardt received the A.B. degree from Western Reserve and the M.S. and Ed.D. from Indiana University. She comes to Western from Elmira College where she has been Dean of Students since 1955. Her academic rank will

be Assistant Professor. This position was provided in the budget for 1959-60.

12. Mr. Phillip C. Worden is recommended for appointment as Instructor and Manager of Student Center and Housing effective June 1, 1960, at \$700 per month. He holds the B.S. and B.A. degrees from the University of Denver and the M.S. from Boston University. Since 1957 he has been employed at Central Missouri State College.
13. Mr. LeRoy Sanders is recommended for employment as Instructor in the Department of Industrial Arts for the 1960-61 academic year as a substitute for Wendell Swanson, who will be on sabbatical leave. His salary will be \$600 per month. Mr. Sanders earned the B.S. and M.S. degrees from Northern State Teachers College, Aberdeen, South Dakota. He taught three years in Rapid City, S.D., and at present he is on the staff of Northern State Teachers College.

#### H. Death of Retired Staff Member

Miss Mabel Corbin, who served on the English staff at Western from 1910 to 1938, passed away on January 14, 1960.

#### I. Promotions

The following promotions to become effective September 1, 1960, are recommended:

##### 1. Academic Rank

###### a. From Associate Professor to Professor

Olive L. Fite, Ph.D., English  
Herman Griesenbrock, Jr., Ed.D., Industrial Arts  
Kenneth R. Martin, Ph.D., Geography and Geology  
J. Henry Sather, Ph.D., Biological Sciences  
John S. Storey, Ed.D., Guidance (effective July 1, 1960)  
Robert W. Shelton, Ph.D., Chemistry  
Ancil R. Thomas, Ph.D., Physics  
Arnold Wendt, Ph.D., Mathematics

###### b. From Assistant Professor to Associate Professor

George Potter, Ph.D., Director of Laboratory Experiences  
(effective July 1, 1960)  
Louis J. Cortes, Ph.D., Foreign Languages

###### c. From Instructor to Assistant Professor

Arthur J. Dufelmeier, M.S. plus 32 semester hours, Physical Education  
Glenn R. Houck, M.S. plus 32 semester hours, LS-Industrial Arts  
Lois P. Mills, A.M.L.S. plus 32 semester hours, LS-Library

##### 2. Block A

###### a. Professors

Clifford A. Julstrom, Ph.D., Music  
Roger M. Morrow, Ph.D., Physics  
R. Maurice Myers, Ph.D., Biological Sciences  
Robert A. Shiley, Ph.D., English  
Robert L. Ferguson, Ed.D., Business Education  
Joseph J. Stipanowich, Ed.D., Mathematics

b. Assistant Professors

Cecile Evans, M.A., LS-Library  
 Leroy Morley, A.M., Physical Education  
 Richard D. Gibb, Ph.D., Agriculture  
 Margaret Wardell, A.M. (L.S.), Library

3. Tenure

		Experience		
	Age	Western	Other	Total
a. Professors				
Carlson E. Crane, Ed.D., Dean of Public Services	44	2	11	13
John W. Henderson, Ed.D., Dean of Student Personnel Services	38	2	7	9
Rolf W. Larson, Ph.D., Dean, School of Education	44	1	9	10
b. Associate Professors				
Franklin P. Batdorf, Ph.D., English	50	1	23	24
Norman L. Krong, Ph.D., Education	40	3	7	10
Clyde F. Mead, Ed.D., Education	47	4	9	13
Robert W. Shelton, Ph.D., Chemistry*	37	4	4	8
c. Assistant Professor				
Jeanne Osborn, A.M., Library	42	4	15	19
d. Instructors				
Arthur J. Dufelmeier, M.S., Physical Education*	37	11	0	11
Lois P. Mills, A.M.L.S., LS-Library*	43	6	0	6

\*Recommended for promotion in rank

J. Faculty list for the academic year beginning September 1, 1960, to be paid from the appropriation for Personal Services, General Revenue, with salaries recommended by the Salary Schedules and Retirement Committee and the President:

Name	Degree	Department	Salary 1959-60 Mo.	Salary 1960-61 Mo.
<u>Professors</u>				
Castle, John F.	Ed.D.	English	\$ 960	\$1,080
Covert, Warren O.	Ph.D.	Education	1,020	1,080
cc*Sproull, Grace M.	Ph.D.	Foreign Lang.	1,000	1,080
Stull, Harriet C.	Ph.D.	Social Science	940	1,080
Lundvall, Merle E.	Ph.D.	English	940	1,060
Turner, C. Adam	Ed.D.	Education	960	1,060
Wendt, Arnold	Ph.D.	Mathematics	960	1,060
Hicken, Victor	Ph.D.	Social Science	900	1,040
Olsen, Arthur R.	Ed.D.	Social Science	940	1,040
Griesenbrock, Herman, Jr.	Ed.D.	Ind. Arts	920	1,020
Peterson, Jack A.	Ph.D.	Education	920	1,020
Thomas, Ancil R.	Ph.D.	Physics	920	1,020
Nielsen, Maurice	Ph.D.	Philosophy	900	1,000
@Roberts, John C.	Ed.D.	Education	1,000	1,000
Whitehead, Frances	Ph.D.	Bus. Education	860	1,000
Glasow, Ogden L.	Ph.D.	Education	860	980

@Twelve-months contract, September 1, 1960 through August 31, 1961, including both summer sessions and earned vacation.



			Salary 1959-60	Salary 1960-61
<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>Mo.</u>	<u>Mo.</u>
<u>Professors (Continued)</u>				
Martin, Kenneth R.	Ph.D.	Geog. & Geol.	\$ 880	\$ 980
Sather, J. Henry	Ph.D.	Biol.Sciences	880	980
Fite, Olive L.	Ph.D.	English	900	960
Lipsey, William E.	Ed.D.	Education	920	960
Zimmerman, Ruth L.	Ph.D.	English	840	940
<u>Associate Professors</u>				
Krong, Norman L.	Ph.D.	Education	860	960
Warner, Wilma	Ed.D.	Home Econ.	860	960
Mead, Clyde F.	Ed.D.	Education	880	940
Batdorf, Franklin P.	Ph.D.	English	840	920
Blyler, Dorothea	Ed.D.	Music	820	920
Donaldson, LeRoy J.	Ph.D.	Bus. Education	820	920
Olson, Norman C.	Ph.D.	Bus. Adm.	860	920
Rasco, Lavon	Ph.D.	English	860	920
Suycott, Forrest D., Jr.	Ph.D.	Music	840	920
Tuan, Render D.S.	Ed.D.	Physics	860	920
cGoode, Kenneth H.	Ph.D.	Chemistry	820	900
Lenel, Luise A.	Ph.D.	For. Lang.	820	900
Mock, Gordon D.	Ph.D.	Math. (R: Hoppe)		900
Parrish, James A., Jr.	Ph.D.	English	780	900
Sedman, Yale S.	Ph.D.	Biol. Science	800	900
		Men's PE (R:Shuck)		900
		Psychology (N)		900
		Physics (N)		900
		Mathematics (N)		900
Crall, H. William	Ph.D.	Biol. Science	820	880
Parsons, John D.	Ph.D.	Biol. Science	800	880
Bergstrom, John R.	Ph.D.	Geog. & Geol.	780	860
Conrey, George A.	D.F.A.	Music	800	860
Hardin, Richard L.	Ph.D.	Chemistry (R:Levine)		860
&McKee, Mary Ellen	Ph.D.	Phys. Ed.	780	860
Westover, John G.	Ph.D.	Soc. Sc.	780	860
Cortes, Louis J.	Ph.D.	For. Lang.	740	840
Ave, Harold C.	Ph.D.	Health & PE	780	820
Gabler, Robert E.	Ed.D.	Geog. & Geol.	740	820
Garrison, Theodore R.	M.A.	English(R:Casey)		800
Loftin, Aimee M.	P.E.D.	Phys. Ed.	700	800
<u>Assistant Professors</u>				
#Burke, Marjorie	M.A.	LS-Kdgn.	840	920
AEvans, Cecile	M.A.	LS-Library	860	920
AGibb, Richard D.	Ph.D.	Agriculture	840	920
AMorley, Leroy	A.M.	Phys. Ed.	860	920
#Reynolds, Juna L.	M.A.	English	840	920
#Scott, Elna P.	M.A.	LS-Grade 3	840	920
#Sollars, Velna	M.S.	LS-Bus. Ed.	860	920
#Swain, Paul B.	M.A.	LS-Art	840	920
#Taylor, Loren E.	A.M.	LS-Math.	860	920
AWardell, Margaret	AM (LS)	Library	840	920
#Terrill, Jennette N.	M.Ph.	Audio-Visual	840	900
Clow, Robert J.	M.S.	Health & PE	840	880
Hulett, Florence M.	Ed.D.	LS-Phys.Ed.	820	880
Gould, A. Oren	M.M.	LS-Music	800	880
Kiefer, Earl C.	M.S.	Mathematics	880	880
Mulder, George W.	A.M.	Music	820	880
cNeeley, Nancy D.	M.A.	Home Econ.	840	880
Robinson, Loren K.	M.S.	Agriculture	800	880
#Schannenck, Margaret	M.A.	LS-Grade 1	800	880
Slinger, George E.	Ed.D.	Education	800	880
Van Etten, Leslie J.	M.S.	Agriculture	820	880
Wanninger, Forrest I.	M.M.	Music	840	880

			Salary 1959-60	Salary 1960-61
<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>Mo.</u>	<u>Mo.</u>
<u>Assistant Professors (Continued)</u>				
Howell, Wayne K.	M.A.	Audio-Visual	\$ 780	\$ 860
Nolte, Sidney D.	Ph.D.	Math.(R:Miller)		860
Schormann, Victor	MS (LS)	Library	800	860
Suiter, James E.	Ph.D.	English	800	860
ççAbbot, Richard R.	HS Dir.	Health & P.E.	780	840
Marshall, Donald W.	M.S.	Soc. Science	740	840
#Robinson, Lauretta J.	M.A.	LS-English	760	840
George, William C.	M.S.	Agriculture	760	820
Mussatto, Harry	M.S.	LS-Phys. Ed.	740	820
Fagerlie, Anna Maria	Ed.D.	Education (R:Ray)		800
Masters, William M.	Ph.D.	Soc. Science	740	800
Morris, Everett F.	Ph.D.	Biol. Science	720	800
Raatjes, John	Ph.D.	Soc. Science	740	800
Sockler, Harry	M.S.	LS-P.E. & Soc.Sc.	720	800
		Education (R:Moore)		800
		Dram & Speech(R:Schory)		800
		Dram & Speech(R:Dean)		800
		Guidance (Counselor) (N)		800
		Education (Guidance) (N)		800
		Education (Reading) (N)		800
		Education (Elementary) (N)		800
		Soc. Science (Economics) (N)		800
		Dram & Speech (N)		800
		English (N)		800
		English (N)		800
		English (Journalism) (N)		800
		Chemistry (S:Goode)		800
		Education (R:Archer et al)		800
		Men's P.E. (S:Abbot)		800
		Men's P.E. (R:Saban)		800
Burton, William L.	Ph.D.	Soc. Science	700	780
Conn, Kenneth E.	A.M.	Chemistry	720	780
Cordell, Howard W.	MS (LS)	Library	720	780
Hager, Calvin F.	Ed.D.	LS-Soc. Sc.	720	780
Harnish, Frank J.	A.M.	LS-English	720	780
ççNeu, Lucile	M.A.	Library	700	780
Osborn, Jeanne	A.M.	Library	700	780
Schormann, Marguerite T.	MS (LS)	Library	700	780
Zimmerman, Fred W.	Ed.D.	Ind. Arts	700	780
Eckert, W. Dean	M.A.	Art	700	760
Fentem, Arlin D.	M.S.	Geog. & Geol.	700	760
Lubachko, Ivan	A.M.	F.Lang.&Soc.Sc.	700	760
Mills, Lois P.	AMLS	LS-Library	700	760
Morgan, Roy A.	Ph.D.	Education	760	760
Sebree, June L.	M.S.	Phys. Ed.	700	760
Veleta, Richard	M.M.	Music	700	760
Cheatham, Orie A.	M.S.	Bus. Ed.	680	740
Dufelmeier, Arthur J.	M.S.	Health & P.E.	700	780
Houck, Glenn R.	M.S.	LS-Ind. Arts	660	720
Pappelis, Aristotel J.	Ph.D.	Biol. Sc.	660	720
Prange, James W.	M.S.	Audio-Visual	660	720
Warner, Richard A.	A.M.	Bus. Ed.	660	720
Brooks, D. Noel	M.A.	Geog. & Geol.	640	700
Ingram, Anne	M.A.	Women's PE (S: Brophy)		700
Leighty, Doris Lee	M.S.	LS-Grade 2	640	700
Reglein, Ned L.	Ed.D.	Education	700	700
		Women's PE (R: Heine)		700
		For. Lang. (S: Sproull)		700
		Home Econ. (S: Shields)		700
Kulfiniski, Frank B.	Ph.D.	Biol. Science	660	680
Pergament, Eugene	Ph.D.	Biol. Science	620	680

Name	Degree	Department	Salary 1959-60	Salary 1960-61
			Mo.	Mo.
Instructors				
Gruber, Anna Marie	A.M.	Education	\$ 760	\$ 780
Ricci, Guy	M.S.	Phys. Ed.	720	760
###Shields, Rhea	M.S.	Home Econ.	720	740
Shryock, A. Jerry	M.S.	Mathematics	700	760
Erwin, Ruby Richey	M.A.	Home Econ. (S: Neeley)		740
Buckley, Helen L.	M.S.	LS-English	660	720
Hoing, Helen L.	M.S.	LS-Grade 6	680	720
Johnson, Verner B.	M.A.	Ind. Arts	660	720
Kellogg, Maurice G.	M.S.	LS-Science	660	720
Litchfield, Eugene H.	M.S.	Audio-Visual	660	720
Murphy, Kenneth W.	M.S.	LS-Physics	660	720
Barrett, Gladwyn L.	M.S.	Physics	660	700
cCrawford, Don L.	M.S.	Audio-Visual	660	700
Grindstaff, Roy R.	A.M.	LS-Grade 4	660	700
Shelton, Verne K.	M.F.A.	Art	640	700
Shive, James W.	M.S.	LS-Geography	640	700
Shult, Donald E.	M.S.	Physics	660	700
Suhr, Robert L.	M.S.	Mathematics	660	700
Vennard, Bruce I.	M.S.	LS-Grade 5	660	700
		Men's PE (R: Miller)		700
		Men's PE (R: Collier)		700
		LS-Math (R: McClure		700
		Physics & LS (S: Murphy)		700
Gecsy, Jo Ann	M.F.A.	LS-Art	640	680
Haddock, Elmer C.	M.S.	Audio-Visual	640	680
Johnson, Vernon E.	A.M.	English	640	680
Mach, George W.	M.S.	Chemistry	640	680
Potter, Oliver Paul	M.Ed.	LS-Music	640	680
Simpson, Victor G.	M.S.	Ind. Arts	620	680
cSwanson, Wendell L.	M.S.	Ind. Arts	640	680
Watts, William A.	M.S.	Bus. Ed.	640	680
Carter, Russell E.	M.A.	LS-Art	620	660
Flynn, Alberta J.	M.S.	LS-Grade 6	580	660
Jacobsen, James H.	M.A.	Ind. Arts	620	660
Meline, Charles W.	A.M.	Ind. Arts	620	660
Metcalf, Marcia D.	M.S.	Home Econ.	620	660
Vanni, Robert E.	M.S.	Health & PE	580	660
Blossom, Charles	M.M.	LS-Music	600	640
Carter, Ralph M.	M.A.	LS-For. Lang.	600	640
Keyes, Karl C.	M.Ed.	LS-Bus. Ed.	600	640
Robertson, Jo Ann	M.A.	Phys. Ed.	600	640
Hipple, Rowena	M.S.	LS-Grade 4	580	620
Hohman, Howard R.	M.A.	LS-Phys. Ed.	580	620
Nitschke, Earl R.	M.A.	LS-Art (S: Carter)		620
Williams, Carole	M.A.	LS-Phys. Ed.	580	620
Christoffersen, John E.	M.S.	LS-Grade 5	500	600
Deeds, Samuel E.	M.A.	LS-Math.	560	600
Dunlap, Sherry	MS (LS)	Library	580	600
Gingerich, Eleanor P.	M.S.	LS-Grade 2	520	600
Kowal, Barbara	M.S.	LS-Grade 3	520	600
Savage, Elizabeth J.	M.S.	LS-Grade 1	520	600
Stiffler, Beth Mackey	M.S.	LS-English	500	600
		Ind. Arts (S: Swanson)		600
		LS-Grade 5 (S: Vennard)		600
		LS-For. Lang. (R: Castle)		600
		Women's PE (R: Kellogg)		600
Curless, Jackie C.	MS (Aug)	Business Ed. (S: Watts)		560
Foster, Larry	MS (Aug)	Audio-Visual (S: Crawford)		560
###		Guidance (N)		540
###		Guidance (N)		540

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>Salary 1959-60</u>	<u>Salary 1960-61</u>
			<u>Month</u>	<u>Month</u>
<u>Faculty Assistants</u>				
Gade, Dolores	B.S.	LS-Home Econ.	\$ 520	\$ 600
Baker, Grace	B.S.	Library (S:Neu)		390
		LS-Kdgn. (R:McCartney)		220
<u>Graduate Assistants</u>				
23 to be hired				120

K. Faculty list for eleven months beginning September 1, 1960, to be paid from appropriation for Personal Services, General Revenue, with salaries recommended by the Salary Schedules and Retirement Committee and the President:

<u>Professors</u>				
A*Morrow, Roger M.	Ph.D.	Physics	1,080	1,200
A*Myers, R. Maurice	Ph.D.	Biol.Sc.	1,080	1,200
A*Julstrom, Clifford A.	Ph.D.	Music	1,080	1,160
A*Shiley, Robert A.	Ph.D.	English	1,060	1,160
A*Ferguson, Robert L.	Ed.D.	Bus. Ed.	1,000	1,100
A*Stipanowich, Joseph J.	Ed.D.	Mathematics	1,000	1,100
cc*Brophy, Kathleen J.	Ph.D.	Phys. Ed.	1,040	1,080
*Bodine, Marcy G.	Ph.D.	Soc.Sc.	1,040	1,080
*Fritschel, Arthur L.	Ed.D.	Education	1,020	1,080
*McVickar, John S.	Ph.D.	Agriculture	1,020	1,080
*Reid, Dempsey E.	Ed.D.	Ind. Arts	940	1,080
*Shelton, Robert W.	Ph.D.	Chemistry	940	1,080
*Jones, Reece A.	Ph.D.	Geog. & Geol.	960	1,060
*Loomer, Gifford C.	Ph.D.	Art	940	1,060
<u>Associate Professor</u>				
*Gee, Ronald C.	Ph.D.	Dram. & Speech	840	920
<u>Assistant Professors</u>				
#Garner, C. Wix	A.M.	Asst. Director of Athletics	920	920
#*Miner, Sarah	M.S.	Home Econ.	920	920
*Roberts, A. B.	A.M.	Audio-Visual	880	880

L. Administrative personnel for the twelve months beginning September 1, 1960, as recommended by the Salary Schedules and Retirement Committee and the President:

<u>Name</u>	<u>Degree</u>	<u>Payroll Title</u>	<u>Salary 1959-60</u>	<u>Salary 1960-61</u>
			<u>Month</u>	<u>Month</u>
Knoblauch, A. L.	Ed.D.	President	\$ 1,666.67	\$ 1,666.67
#Ayre, H. Glenn	Ph.D.	Professor, Math.	1,200	1,280
(Dean, Arts and Sciences)				
Foreman, Earl	Ed.D.	Prof., Education	1,140	1,280
(Provost)				
Bernardy, Theodor	M.D.	Professor	1,100	1,160
(University Physician & U.R.S. Examiner)				
Archer, Julian L.	Ph.D.	Prof., Education	1,080	1,160
(Dean of Graduate Studies)				
Larson, Rolf W.	Ph.D.	Prof., Education	1,000	1,100
(Dean of Education)				
Crane, Carlson E.	Ed.D.	Professor, Bus. Adm.	1,000	1,080
(Dean of Public Services)				
Horrabin, H. Waldo	M.S.	Ex.Asst. in Ed. & Adm.	960	1,040
(Principal, Laboratory School)				
Storey, John S.	Ed.D.	Professor, Education	980	1,080
(Coordinator of Psychological Services)				
Henderson, John W.	Ed.D.	Professor, Education	920	1,060
(Dean of Student Personnel Services)				
Grigsby, James M.	B.Ed.	Ex. Asst. In Ed. & Adm.	920	1,000
(Business Manager)				



<u>Name</u>	<u>Degree</u>	<u>Payroll Title</u>	<u>Salary 1959-60</u>	<u>Salary 1960-61</u>
			<u>Month</u>	<u>Month</u>
*Hanson, Raymond W. (Dir. of Athletics & Head, Men's Phys. Ed.)	M.Ed.	Assoc. Prof., Phys. Ed.	\$ 920	\$ 980
Potter, George (Coordinator of Lab. Experiences)	Ph.D.	Assoc. Prof., Ed.	820	960
# Laflin, G. Allan (Asst. to Dean of Public Services)	A.M.	Ex. Asst. in Ed. & Adm.	840	920
#*Swofford, Lyndal (Head Librarian)	M.Ed.	Asst. Prof.	920	920
		Ex. Asst. in Ed. & Adm.		900
(Head, Bureau of Occupational Information & Placement) (R)				
Waldrep, Reef V., Jr. (Coordinator of Publications)	Ed.D.	Assoc. Prof., Eng.	800	880
Stevens, Wesley C. (Admissions)	A.M.	Ex. Asst. in Ed. & Adm.	780	860
Simons, Wesley S. (Counselor of Men)	Ed.D.	Asst. Prof., Ed.	780 (11)	840
Shake, W. K. (General Plant Superintendent)	M.S.	Ex. Asst. in Ed. & Adm.	780	840
Koester, Herman R., Jr. (Financial Aids & Student Labor Officer)	M.S.	Ex. Asst. in Ed. & Adm.	700	780
Ehrhardt, Maryann (Counselor of Women)	Ed.D.	Asst. Prof.	760	760
##Larson, Richard C. (Manager of University Farm)	M.A.	Instr., Agriculture	640 (11)	720
Draper, Merle R. (Counselor of Women)	M.S.	Instr., Education	700	740
Worden, Phillip C. (Manager of Student Center & Housing)	M.S.	Instructor, Education	700 (1)	700
Crum, Mary E. (Secretary to the President)		Ex. Asst. in Ed. & Adm.	640	700
Kator, Dolores (Registrar)	(June) M.S.	Ex. Asst. in Ed. & Adm.	540	700
Morrow, Barbara (Asst. Manager of Student Center)	(June) B.S.	Faculty Asst. (N)		300
Gayler, George (Emeritus, Extension)	A.B.	Asst. Prof.	200	200

- # Block A under previous schedule
- ## Plus \$40 maintenance
- ### Plus \$60 maintenance
- ç Sabbatical leave on half salary full year
- çç Sabbatical leave on full salary partial year
- & Acting Department Head, Winter and Spring Quarters
- \* Department Head
- \*\* Half to be paid from Gen. Rev.; half from Bond Rev.
- ( ) Number indicates length of contract if less than year
- A Recommended for Block A
- R Replacement Position
- S Substitute Position
- N New Position

M. Faculty list and salaries for the first and second summer terms 1960, to be paid from appropriation for Personal Services, General Revenue Fund:

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>June</u>	<u>July</u>	<u>August</u>
<u>Professors</u>					
Covert, Warren O.	Ph.D.	Education	\$	\$510	\$1,020
Linder, Roscoe G.	Ph.D.	Extension	1,000		
Castle, John F.	Ed.D.	English	960	960	960
Turner, C. Adam	Ed.D.	Education	960	960	960
Lundvall, Merle	Ph.D.	English	940	940	940
Olsen, Arthur R.	Ed.D.	Social Science	940	940	940

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>June</u>	<u>July</u>	<u>August</u>
<u>Professors (Continued)</u>					
Stull, Harriet C.	Ph.D.	Social Science	\$ 940	\$ 940	\$ 940
Lipsey, William E.	Ed.D.	Education	920	920	920
Peterson, Jack A.	Ph.D.	Education	920	920	920
Hicken, Victor	Ph.D.	Social Science	900	450	
Nielsen, Maurice	Ph.D.	Philosophy	900	450	
Glasow, Ogden L.	Ph.D.	Education	860	860	860
Whitehead, Frances	Ph.D.	Business Education	860	430	
Roberts, John	Ed.D.	Education		1,000	1,000

#### Associate Professors

Storey, John S.	Ed.D.	Education	980		
Wendt, Arnold	Ph.D.	Mathematics	960	960	960
Griesenbrock, Herman, Jr.	Ed.D.	Industrial Arts	920	460	
Thomas, Ancil R.	Ph.D.	Physics	920	920	920
Fite, Olive L.	Ph.D.	English	900	450	
Martin, Kenneth R.	Ph.D.	Geography & Geology	880	880	880
Mead, Clyde F.	Ed.D.	Education	880	880	880
Sather, J. Henry	Ph.D.	Biological Sciences	880	880	880
Krong, Norman L.	Ph.D.	Education	860	430	
Olson, Norman C.	Ph.D.	Business Administration	860	860	860
Rasco, Lavon	Ph.D.	English	860	430	
Tuan, Render D.S.	Ed.D.	Physics	860	860	860
Warner, Wilma	Ed.D.	Home Economics		430	860
Batdorf, Franklin P.	Ph.D.	English	840	840	840
Gee, Ronald C.	Ph.D.	Dramatics & Speech	840	840	840
Schory, Harold F.	M.A.	Dramatics & Speech	840	840	840
Suycott, Forrest D., Jr.	Ph.D.	Music	840	420	
Blyler, Dorothea	Ed.D.	Music	820	820	820
Crall, H. William	Ph.D.	Biological Sciences		410	820
Donaldson, LeRoy J.	Ph.D.	Business Education	820	820	820
Goode, Kenneth H.	Ph.D.	Chemistry		410	820
Lenel, Luise A.	Ph.D.	Foreign Languages	820	410	
Conrey, George A.	D.F.A.	Music	800	800	800
Parsons, John D.	Ph.D.	Biological Science	800	800	800
Sedman, Yale S.	Ph.D.	Biological Science	800	800	800
Waldrep, Reef V., Jr.	Ed.D.	English	800		
Ave, Harold C.	Ph.D.	Health & P.E.	780	780	780
Bergstrom, John R.	Ph.D.	Geography & Geology	780	780	780
McKee, Mary Ellen	Ph.D.	Physical Education		390	780
Parrish, James A., Jr.	Ph.D.	English	780	390	
Westover, John G.	Ph.D.	Social Science		390	780
Gabler, Robert E.	Ed.D.	Geography	740	370	

#### Assistant Professors

Kiefer, Earl C.	M.S.	Mathematics	880	440	
Evans, Cecile	M.A.	LS-Library	860	860	860
Morley, Leroy	A.M.	Physical Education	860	860	860
Nolte, Sidney D.	Ph.D.	Mathematics	860	860	860
#Sollars, Velna	M.S.	Business Education	860	430	
#Taylor, Loren E.	A.M.	LS-Math & Mathematics	860	860	860
#Burke, Marjorie	M.A.	LS-Kindergarten	840	420	
Clow, Robert J.	M.S.	Health & P.E.	840	840	840
Gibb, Richard D.	Ph.D.	Agriculture		420	840
Neeley, Nancy D.	M.A.	Home Economics	840	420	
#Reynolds, Juna L.	M.A.	English	840	840	840
#Scott, Elna P.	M.A.	LS-Grade 3	840	420	
#Swain, Paul B.	M.A.	LS-Art and Art	840	840	840
#Terrill, Jennette N.	M.Ph.	Audio-Visual		420	840
Wanninger, Forrest I.	M.M.	Music	420	630	840
Wardell, Margaret	A.M.	Library	840	420	
Hulett, Florence M.	Ed.D.	LS-P.E. and P.E.	820	615	410
Mulder, George W.	A.M.	Music	820	410	

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>June</u>	<u>July</u>	<u>August</u>
<u>Assistant Professors (Continued)</u>					
Van Etten, Leslie J.	M.S.	Agriculture	\$ 820	\$ 410	
Gould, A. Oren	M.M.	LS-Music	800	400	
#Ray, Ethel	M.A.	Education	800	800	800
#Schannenck, Margaret	M.A.	LS-Grade 1	800	400	
Schormann, Victor	M.S.	Library	800	800	800
Slinger, George E.	Ed.D.	Education	800	800	800
Suiter, James E.	Ph.D.	English		400	800
Abbot, Richard R.	HS Dir.	Health & P.E.	780	585	390
Howell, Wayne K.	M.A.	Audio-Visual	780	780	780
George, William C.	M.S.	Agriculture	760	380	
Morgan, Roy A.	Ph.D.	Education	760	760	760
#Robinson, Lauretta J.	M.A.	LS-English	760	390	
Cortes, Louis J.	Ph.D.	Foreign Language	740	370	
Masters, William M.	Ph.D.	Social Science		370	740
Mussatto, Harry	M.S.	LS-P.E. & P.E.	740	370	185
Raatjes, John	Ph.D.	Social Science	740	370	
Conn, Kenneth E.	A.M.	Chemistry	720	720	720
Cordell, Howard W.	M.S.	Library	720	720	720
Hager, Calvin F.	Ed.D.	LS-Soc.Sc. & Soc.Sc.	720	720	720
Harnish, Frank J.	A.M.	LS-English	720	360	
Morris, Everett F.	Ph.D.	Biological Science	720	360	
Sockler, Harry	M.S.	LS-P.E. & LS-Soc.Sc.	720	360	180
Burton, William L.	Ph.D.	Social Science	700	700	700
Eckert, W. Dean	M.A.	Art	350	350	350
Fentem, Arlin D.	M.S.	Geography & Geology	700	350	
Neu, Lucile	M.A.	Library	700	700	700
Osborn, Jeanne	A.M.	Library & Library Sc.	700	700	700
Reglein, Ned L.	Ed.D.	Education	700	700	700
Schormann, Marguerite T.	M.S.	Library Science	700	350	
Sebree, June L.	M.S.	Physical Education		350	700
Shuck, Gilbert R.	P.E.D.	Physical Education		350	700
Zimmerman, Fred W.	Ed.D.	Industrial Arts	700	700	700
Cheatham, Orie A.	M.S.	Business Education	680	680	680
Kulfinski, Frank B.	Ph.D.	Biological Science	660	330	
Pappelis, Aristotel, J.	Ph.D.	Ed. & Biol. Sc.	660	660	660
Prange, James W.	M.S.	Audio-Visual	660	330	
Brooks, D. Noel	M.A.	Geography & Geology	640	640	640
Leighty, Doris Lee	M.S.	LS-Grade 2	640	320	
Pergament, Eugene	Ph.D.	Biological Science	310	310	310
<u>Instructors</u>					
Ricci, Guy	M.S.	Physical Education	720	360	
Cox, Clell M.	M.A.	Art		350	700
Dufelmeier, Arthur J.	M.S.	Health & P.E.	700	700	700
Mills, Lois P.	AMLS	LS-Library, Library & Library Science	700	700	700
Shryock, A. Jerry	M.S.	Mathematics	700	350	
Hewitt, Luellen Bolles	M.A.	Physical Education	680	340	
Buckley, Helen L.	M.S.	LS-English	660	330	
Crawford, Don L.	M.S.	Audio-Visual	660	660	660
Grindstaff, Roy R.	A.M.	LS-Grade 4 & Education	660	660	660
Houck, Glenn R.	M.S.	Industrial Arts		330	660
Johnson, Verner B.	M.A.	Industrial Arts	660	330	
Litchfield, Eugene H.	M.S.	Audio-Visual	660	660	660
Vennard, Bruce I.	M.S.	LS-Grade 5 & Ed.	660	660	660
Gecsy, Jo Ann	M.F.A.	LS-Art	640	320	
Haddock, Elmer C.	M.S.	Audio-Visual		320	640
Johnson, Vernon E.	A.M.	English	640	640	640
Potter, Oliver Paul	M.Ed.	LS-Music	640	640	640
Shelton, Verne K.	M.F.A.	Art	640	640	640
Swanson, Wendell L.	M.S.	Ind.Arts & Univ.Press	640	640	640

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>June</u>	<u>July</u>	<u>August</u>
<u>Instructors (Continued)</u>					
Metcalf, Marcia D.	M.S.	Home Economics	\$ 620	\$ 310	\$
Simpson, Victor G.	M.S.	Industrial Arts		310	620
Alexander, James, Jr.	M.S.	LS-Geog. & Geog.	600	600	600
Blossom, Charles	M.M.	LS-Music	600	300	
Keyes, Karl C.	M.Ed.	Business Education		300	600
Robertson, Jo Ann	M.S.	Physical Education	600	600	600
Dunlap, Sherry	M.S.	Library	580	290	
Flynn, Alberta J.	M.S.	LS-Grade 6	580	290	
Hipple, Rowena	M.S.	LS-Grade 4 & Ed.	580	580	580
Hohman, Howard R.	M.A.	LS-Physical Education	580	290	145
Williams, Carole	M.A.	LS-P.E. & Phys. Ed.	580	290	
Deeds, Samuel E.	M.A.	LS-Mathematics	560	280	
Gingerich, Eleanor P.	M.S.	LS-Grade 2	520	260	
Kowal, Barbara	M.S.	LS-Grade 3	520	260	
Savage, Elizabeth J.	M.S.	LS-Grade 1 & Ed.	520	520	520
Christoffersen, John E.	M.S.	LS-Grade 5	500	250	
Stiffler, Beth Mackey	M.S.	LS-English	500	250	
Whipple, Ward	M.A.	Social Science		400	

#### Faculty Assistants

Bates, Roy	B.A.	Audio-Visual	500		
Arch, Marjorie	B.S.	Home Economics		450	

#### Graduate Assistants

Torley, Robert	B.S.	Public Services	150	150	150
Transier, Lee	B.S.	Audio-Visual		75	150

#### Positions to be filled

_____	_____	Education (R:Covert)	1,020	510	
_____	_____	LS-Grade 6 (R:Hoing)	680	340	
_____	_____	Men's P.E. (R:Miller)	660	330	
_____	_____	Men's P.E. (R:Collier)	600	300	
_____	_____	Men's P.E. (R:Saban)			400
_____	_____	Men's P.E. (R:Miller)			350
_____	_____	Men's P.E. (R:Collier)			350

# Block A under previous schedule

R - Replacement

### III. OTHER EMPLOYEES

#### A. Retirement

The following staff member, according to University Retirement System records, will have reached the age of sixty-eight prior to September 1, 1960, and will be compulsorily retired as of that date:

William Roy Carson, Stationary Engineer, WCS-9

(Note: Mr. Carson has been on disability leave since March 28, 1959.)

#### B. Resignations

1. Julia A. Huddleston, Clerk Stenographer II, Education Department, WCS-123, effective February 29, 1960. She was paid for two weeks' vacation in March.
2. Mildred M. Litchfield, Clerk Stenographer I, Mathematics and Off-Campus Supervision Offices, WCS-124, effective February 29, 1960. She was paid in March for one week of vacation.
3. Lois Wade, Cook, WCS-19, effective March 10, 1960. Mrs. Wade had



been on lay-off status since June 13, 1959.

4. Karlean Chance, Clerk Stenographer I, Agriculture and Biology Departments, WCS-159, effective March 15, 1960.
5. Vera Kay Fricke, Clerk Stenographer II, Office of Student Personnel Services, WCS-75, effective April 14, 1960. She will be paid for one week's vacation in April.

#### C. Replacements

1. Sharon L. Chenoweth was transferred from Clerk Stenographer II in Public Services Office, WCS-38, to Secretary (S) in the Provost's Office, WCS-50, effective January 11, 1960, at a salary of \$300 per month. She replaced Lora Cagle, resigned.
2. Beverly D. Fisher was employed as provisional Clerk Stenographer II in the Office of the Dean of Public Services, WCS-138, effective January 11, 1960, at a salary of \$250 per month. She replaced Sharon Chenoweth, transferred.
3. Vera R. Lowery was employed as Clerk Stenographer II in the Education Department, WCS-123, effective February 22, 1960, at \$250 per month as a replacement for J. Huddleston, resigned.
4. Cheryl L. McFadden was employed as Clerk Stenographer I in the Off-Campus Supervision and Mathematics Departments, WCS-124, effective February 22, 1960, at \$235 per month. She replaced Mildred Litchfield, resigned.
5. Martha M. Schlueter was employed as provisional Clerk Stenographer I in the Agriculture and Biology Departments, WCS-159, effective April 11, 1960, at \$230 per month. She replaced Mary Karlean Chance, resigned.
6. Karen L. Koerner was employed as Clerk Stenographer II in the Office of the Dean of Student Personnel Services, WCS-75, at \$270 per month beginning April 11, 1960. She replaced Kay Fricke, resigned.

#### D. Changes in Duties, Classification and/or Salary

1. The following employees completed the six-months probationary period and received salary increments as listed:  
  
Charles J. Miller, Janitor, WCS-145, \$345, effective February 3, 1960  
Ronald K. Shipman, Janitor, WCS-148, \$345, effective February 10, 1960  
Harold R. Kennedy, Janitor, WCS-42, \$345, effective March 3, 1960  
Donald D. Jackson, Groundsman, WCS-146, \$345, effective March 4, 1960  
Nellie M. Rhodes, Janitress, WCS-67, \$265, effective March 6, 1960  
Frank C. Borth, Jr., Policeman, WCS-156, \$360, effective March 7, 1960
2. It is recommended that M. Eleanor Swisegood, Cashier I, WCS-48, Business Office, be promoted to Cashier II effective July 1, 1960.
3. It is recommended that Jeanne G. Pogue, Administrative Secretary (S), WCS-49, Business Office, be reclassified as Personnel Officer II effective July 1, 1960. (The position of Administrative Secretary will be abolished.)

#### E. Temporary Appointments

1. Edith S. Leasman was employed as temporary Maid at \$235 per month for the period February 16-20, 1960, as a substitute for Vearl Smith who was on sick leave.
2. Mr. Carl B. Holstine was employed as temporary Janitor at \$315 per

month beginning March 7, 1960, as a substitute for Harold Kennedy who is on sick leave.

3. Permission is requested to employ two temporary Groundsmen, as has been done for the past several years, at negotiated rates:

One for six months beginning April 15, 1960

One for six months beginning May 1, 1960

- F. Classified employees (non-negotiated) for the twelve months beginning July 1, 1960, with salaries recommended by the President and Business Manager.

1. To be paid from General Revenue

<u>Name</u>	<u>WCS No.</u>	<u>Department or Office</u>	<u>Salary 1959-60 Per Month</u>	<u>Salary 1960-61 Per Month</u>
<u>Accounting Clerk II (\$300-400)</u>				
Phelps, Mary E.	85	Business	\$ 340	\$375
<u>Assistant Business Manager (\$475-800)</u>				
Campbell, Ralph E.	140	Business	700	750
<u>Assistant Recorder (\$300-400)</u>				
Lizdas, Charlotte	96	Registrar	325	355
<u>**Assistant Residence Hall Director (\$250-425)</u>				
George, Olive	119	Seal Hall	410	410
Stoner, Mildred E.	125	Bennett Hall	310	310
Schleier, Alice M.	100	Grote Hall	250	260
<u>Assistant Tabulating Machine Supervisor (\$350-500)</u>				
Deatherage, Terry	118	Tabulating	375	415
<u>Bookkeeping Machine Operator II (\$275-350)</u>				
Barry, E. Luan	76	Business	325	350
<u>+Cashier II (\$275-400)</u>				
Swisegood, M. Eleanor	48	Business	315	340
<u>Chief Clerk (\$350-500)</u>				
Bishop, Lucile O.	3	Placement	395	420
<u>Clerk Stenographer I (\$225-300)</u>				
Chatterton, Pauline I.	56	Admissions	275	300
Stone, Wanda I.	105	Athletic Director	245	270
Walton, Gloria	143	Gen. Plt. Supt.	240	260
Geiger, Catherine L.	154	Chem-Geog-Physics	230	255
Jones, Beverly M.	147	Business	230	255
McFadden, Cheryl	124	Math & Off-campus Supv.	235	255
Rumple, Arrettea F.	157	English	230	255
Spolum, Mary L.	160	Placement	230	255
Sanderson, Patricia K.	152	Social Science	230	250
Barclay, Audrey M.	153	Registrar	230	240
Schlueter, Martha M.	159	Agric. & Biology	230	240
		Business (N)		250
		Women's Counselor (N)		250
		Housing (N)		250
<u>Clerk Stenographer II (\$250-325)</u>				
Shore, M. Joyce	81	Student Act.	300	325
Barrett, Donna E.	47	LS Principal	255	280
Hilton, Carol Jean	57	Public Services	255	280

<u>Name</u>	<u>WCS No.</u>	<u>Department of Office</u>	<u>Salary 1959-60 Per Month</u>	<u>Salary 1960-61 Per Month</u>
<u>Clerk Stenographer II (\$250-325) Continued</u>				
Fisher, Beverly D.	138	Public Services	250	275
Hilton, Carol W.	88	Men's Counselor	250	275
Koerner, Karen L.	75	Student Pers. Serv.	270	275
Lowery, Vera R.	123	Education	250	275
Rockwell, Naomi E.	139	Arts & Sciences	250	275
Staggs, Connie W.	149	Dean of Education	250	275
Barth, Mary J.	97	Audio-Visual	255	270
<u>Clerk Stenographer III (\$275-350)</u>				
	109	President's Office	(275)	300
<u>Clerk Typist I (\$200-275)</u>				
Wilson, Ethel M.	104	Business	255	275
Curtis, Mabel M.	103	Library	235	260
Larner, Helen C.	142	Security	235	260
Beatty, Elizabeth A.	106	Tabulation	230	255
Eldridge, Alice F.	134	Registrar	230	255
Hodgin, Mildred L.	122	Audio-Visual	230	250
Johnson, Donna S.	115	Business	225	250
Jenkins, Kay B.	155	Speech	225	245
Trubey, Linda S.	158	Art & Music	225	245
Miller, Roberta D.	45	Duplicating	230	240
<u>Health Service Nurse (\$300-400)</u>				
Thompson, Edith E.	65	Health Service	375	390
Butcher, Betty A.	144	Health Service	350	365
<u>Internal Auditor (\$450-700)</u>				
Frowein, Richard M.	151	Business	500	520
<u>Inventory Supervisor (\$325-450)</u>				
Newman, Polly A.	133	Business	325	350
<u>+Mailing Service Supervisor (\$300-400)</u>				
Morris, Russell E.	141	Postal Service	345	370
Reno, Isabelle	101	Postal Service	280	305
<u>Medical Technologist (\$275-350)</u>				
Ray, Wilma	117	Health Service	290	315
<u>+Office Supervisor (\$500-700)</u>				
Grigsby, Edna E.	6	Business	575	615
<u>+Personnel Officer II (\$475-750)</u>				
Pogue, Jeanne G.	49	Business	535	575
<u>**Residence Hall Director (\$375-550)</u>				
Abernathy, Dorothy P.	114	Bennett Hall	460	460
Jones, M. Elizabeth	10	Grote Hall	440	440
<u>Secretary (S) (\$300-400)</u>				
Cary, Mary A.	99	Graduate	310	330
Chenoweth, Sharon L.	50	Provost	300	325
<u>Supervisor of Buildings and Grounds (\$375-550)</u>				
Horrell, Fred R.	102	Phys. Plant	465	500
<u>Tabulating Machine Operator (\$250-350)</u>				
		Tabulating (N)		275
<u>Typing Clerk II (\$225-300)</u>				
Kimler, Norma T.	108	Business	270	295

<u>Name</u>	<u>WCS No.</u>	<u>Department or Office</u>	<u>Salary 1959-60 Per Month</u>	<u>Salary 1960-61 Per Month</u>
<u>Women's Locker Room Attendant (\$200-275)</u>				
Hainline, Ruth	132	Women's PE	275	275

2. To be paid from Bond Revenue

<u>Assistant Fountain Supervisor (\$275-350)</u>				
Bliven, Charles N.	126	Snack Bar	285	300
<u>Fountain Supervisor (\$350-500)</u>				
Frowein, Harold L.	127	Snack Bar	440	465

+ Range subject to Merit Board approval.

\*\* Half to be paid from General Revenue; half from Bond Revenue.

G. Classified employees (negotiated and crafts) for twelve months beginning July 1, 1960, with salaries according to union contracts and prevailing rates.

1. To be paid from General Revenue

<u>Assistant Farmer</u>				
Phelps, Russell D.	111	Agriculture	310 (10)	335
Spring, George Wendell	26	Agriculture	310 (10)	335
<u>Automotive Mechanic</u>				
Waggoner, John D.	113	Transportation	385 (10)	400
<u>Carpenter</u>				
Hobart, John M.	82	Buildings	3.20 Hr.	3.20 Hr.
Rezner, James W.	41	Buildings	3.20 Hr.	3.20 Hr.
<u>Chief Plant Operating Engineer</u>				
Monninger, Carl B.	40	Heat. Plant	600	620
<u>Driver</u>				
Bradshaw, William W.	4	Transportation	385	400
<u>Electrician</u>				
DeHaven, Gervase R.	13	Buildings	3.65 Hr.	3.65 Hr.
<u>Equipment Attendant</u>				
Harwick, Harold H.	22	Buildings	345	360
<u>Farm Foreman</u>				
Newman, Max E.	43	Agriculture	430	445
<u>Greenskeeper</u>				
Shryack, Lawson G.	59	Grounds	360	375
<u>Grounds Foreman</u>				
Beal, Willard W.	24	Grounds	390	405
<u>Groundsman</u>				
Ash, Garland W.	12	Grounds	345	360
Grim, Robert	18	Grounds	345	360
Grover, Orville	51	Grounds	345	360
Hambly, William K.	36	Grounds	345	360
Jackson, Donald D.	146	Grounds	345	360
Riden, Damond L.	55	Grounds	345	360
Walley, Lloyd G.	69	Grounds	345	360
=		Temp		330
=		Temp		330



<u>Name</u>	<u>WCS No.</u>	<u>Office or Department</u>	<u>Salary 1959-60 Per Month</u>	<u>Salary 1960-61 Per Month</u>
<u>Janitor</u>				
Atwater, Lloyd R.	2	Buildings	\$ 345	\$ 360
Bartlow, John T.	34	Buildings	345	360
Buchholz, Ray Fred	64	Buildings	345	360
Butterfield, Cyril H.	8	Buildings	345	360
Cobb, Everett D.	28	Buildings	345	360
Douglas, Dick J.	60	Buildings	345	360
Elam, William	15	Buildings	345	360
Fishburn, Fred L.	91	Buildings	345	360
Leftridge, Roy Lee	34	Buildings	345	360
McFadden, Lyle S.	89	Buildings	345	360
Macklin, Alex F.	78	Buildings	345	360
Miller, Charles J.	145	Buildings	345	360
Nash, Glenn, Jr.	87	Buildings	345	360
Purdum, Roma F.	112	Buildings	345	360
Rich, William Earl	98	Buildings	345	360
Settles, Howard	53	Buildings	345	360
Shifley, Howard	58	Buildings	345	360
Shipman, Ronald K.	148	Buildings	345	360
%Thompson, Dean	64	Buildings	345	360
Wetzel, George G.	92	Buildings	345	360
<u>Janitor Foreman</u>				
Jones, Roy L.	29	Buildings	390	405
<u>Janitress</u>				
Broyles, Clara M.	161	Buildings	265	270
Mason, Mary	37	Buildings	265	270
Rhodes, Nellie Mae	67	Buildings	265	270
VeNard, Mary	50	Buildings	265	270
		Buildings (N)		270
<u>Laundry Worker</u>				
Wear, Irene J.	70	Laundry	245	250
<u>Painter</u>				
Parkings, Rolland	62	Buildings	2.75 Hr.	2.75 Hr.
<u>Plumber</u>				
Larson, Thomas V.	33	Buildings	3.50 Hr.	3.50 Hr.
<u>Policeman</u>				
Baumgardner, Harvey W.	94	Security	360	375
Borth, Frank C., Jr.	156	Security	360	375
Cale, Mervin F.	135	Security	360	375
%Graves, Earl	17	Security	360	375
		Security (N)		375
<u>Police Sergeant</u>				
Frost, Jack A.	95	Security	380	395
<u>Receiving Clerk</u>				
Allen, Harold	1	Buildings	345	360
<u>Stationary Engineer</u>				
++%Carson, Wm. Roy	9	Heating Plant	505	
Locke, Ellis	35	Heating Plant	505	525
Waller, Walter L.	9	Heating Plant	505	525
<u>Stationary Fireman</u>				
Holmes, William J.	116	Heating Plant	450	470
Inman, Clarence J.	27	Heating Plant	450	470

<u>Name</u>	<u>WCS No.</u>	<u>Department</u>	<u>Salary 1959-60 Per Month</u>	<u>Salary 1960-61 Per Month</u>
<u>Stationary Fireman</u> (Continued)				
Peterson, Kenneth M.	77	Heating Plant	\$ 450	\$ 470
Thrasher, Robert E.	66	Heating Plant	450	470
Wells, Glenn W.	71	Heating Plant	450	470
<u>Steamfitter</u>				
Smith, William L.	110	Heating Plant	3.50 Hr.	3.50 Hr.

2. To be paid from Bond Revenue

<u>Janitor</u>				
Buntin, Henry S.	90	Residence Hall	345	360
Kennedy, Harold R.	42	Residence Hall	345	360
Learned, Alfred V.	120	Residence Hall	345	360
Monninger, Hilbert M.	121	Residence Hall	345	360
%Nelson, Charles	42	Residence Hall		

<u>Laundry Worker</u>				
Kipling, Eunice F.	32	Laundry	245	250

<u>Maid</u>				
Brewer, Irene D.	128	Residence Hall	235	240
Chenoweth, Marguerite	130	Residence Hall	235	240
Hall, Iva M.	20	Residence Hall	235	240
Miller, Lois Adella	84	Residence Hall	235	240
Prichard, Hazel L.	80	Residence Hall	235	240
Purdum, Nell	137	Residence Hall	235	240
Reeves, Geraldine L.	129	Residence Hall	235	240
Roberts, Vivian M.	25	Residence Hall	235	240
Shryack, Margie B.	93	Residence Hall	235	240
Smith, Vearl W.	131	Residence Hall	235	240

( ) Indicates number of months if less than year.

% On disability leave.

++ Retirement effective 9/1/60.

= One position beginning 4/15; one beginning 5/1.

H. Substitute teachers to be employed when needed at rate of \$15.00 per day:

Barrett, Charles L., M.S.  
 Blyler, Edith, B.E.  
 Burgard, Dorothy Dixon, M.S.  
 Carson, Mrs. Hazel, B.Ed.  
 Castle, Mrs. John, M.S.  
 Cordell, Mrs. Margaret, B.S.  
 Donley, Margaret B., A.M.  
 Elder, John J., B.S., Western Illinois University  
 Griesenbrock, Mrs. Herman, A.B.  
 Grigsby, Mrs. Dorothy, B.Ed.  
 Harn, Mrs. Genevieve, B.Ed.  
 Harn, Jack, B.Ed., Western Illinois University (Biology and P.E.)  
 Hohman, Mrs. Howard, B.A., University of Illinois (English)  
 Knappenberger, Mrs. Dean, B.S.  
 Kowal, Chester, M.S., Northwestern University (Administration and English)  
 Losasso, Mildred, B.Ed.  
 McClure, Earlene Kimler, B.S.  
 McNally, Mrs. Lucinda, B.Ed.  
 McRaven, Mrs. Dixon, B.S., University of Illinois (Home Economics and General Science)  
 McVickar, Mrs. Carol, A.M.  
 Mead, Mrs. Clyde, B.Ed.  
 Morrow, Mrs. Jean, M.S.

Nell, Mrs. David, B.Ed.  
 Nelson, Mrs. Robert, B.Ed.  
 Potter, Elizabeth, B.Ed.  
 Raatjes, Mrs. John, B.S., Northern Illinois University (Science)  
 Reid, Mrs. Dempsey, A.B.  
 Robbins, Dan, B.Ed.  
 Sargent, Mrs. Alta, B.Ed., Western Illinois University (Home Economics)  
 Schleier, Mrs. Alice, M.S.  
 Scott, Mrs. Keith, B.Ed.  
 Shryack, Mrs. Ford, B.Ed., Western Illinois University (English and Latin)  
 Shryock, Mrs. Jerry, B.Ed., Western Illinois University (English)  
 Simpson, Mrs. Sterling, B.Ed.  
 Snowden, Mrs. Eldon, B.S.  
 Stipanowich, Mrs. Mary, B.Ed.  
 Swain, Mrs. Alice, M.S.  
 Waggoner, Louise, M.A.  
 Wetzol, Wayne, M.S.  
 Wilson, Robert, B.Ed.

I. List of faculty members and employees who will be on the retired list (University Retirement System) as of September 1, 1960:

Beighey, Clyde	Mitchell, Beulah
Beu, Frank A.	Moore, Guy S.
Bonham, Tressie	Pence, Helen M.
Burton, Edna	Potter, Olive
Carson, Ruth	Pottle, Theodora
Carson, William Roy	Ray, Ethel
Crain, Bessie	Sallee, Roy M.
Cromer, Arthur T.	Schory, Harold F.
DeCamp, W.E.	Simpkins, Rupert R.
Donley, Margaret B.	Stockwell, Altie C.
Eller, Walter H.	Stookey, Ray
Henry, Margaret J.	Strome, Alberta
Hoover, Isabel	Thisted, M.N.
Hubbard, Lula	Tillman, Arthur G.
Kirkbride, Chester	Vawter, Gladys
Lemmer, Guy	Voss, Hertha
Linder, Roscoe G.	Wetzol, Wayne
Lowderman, R. L.	

IX. MISCELLANEOUS

A. Purchase of Automobile

Invitations to bid were issued on the following as authorized by the Board at the March 1960 meeting:

One (1) - 1960 model, four-door station wagon per specifications.  
 To be of the same class as Comet, Falcon, Lark, Valiant or Rambler.

Less trade-in: 1958 four-door Chevrolet station wagon

Bids were received as follows:

Macomb Motor Co., Macomb	Falcon	\$850.00
Lindsey Motor Sales, Macomb	Lark	941.13
Howe Motor Sales, Macomb	Comet	975.00
Brown Motor Sales, Macomb	Valiant	1,400.00
		(Less 2%)
Cross Motor Sales		No bid

It is recommended that the low bid of Macomb Motor Co., be accepted.  
This will be made from General Revenue - Equipment as provided in the  
budget for the Transportation Department.

This was advertised in the Dixon Evening Telegraph.

A. L. Knoblauch  
President



MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD  
Northern Illinois University  
DeKalb, Illinois

April 25, 1960

The regularly scheduled meeting of the Teachers College Board convened at 9:00 A.M., on Monday, April 25, 1960, in the Library Building, Northern Illinois University. Mr. R. A. Stipes, Jr., Acting Chairman, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr., Acting Chairman	Mr. Morton H. Hollingsworth
Mr. Alexander Summers, Secretary	Mrs. Harriet Lowden Madlener
Mr. Carl Dunbar	Mr. William E. Reed
Mr. Vernon L. Heath	Mr. Clarence R. Ropp
Mr. Chauncey B. Watson	

The following member was absent:

Mr. George T. Wilkins

Also present were the following:

Dr. Leslie A. Holmes, President  
Mr. Z. H. Dorland  
Northern Illinois University

Dr. Robert G. Bone, President  
Dr. Arthur Larsen  
Mr. Preston Ensign  
Illinois State Normal University

Dr. Quincy Doudna, President  
Mr. Raymond R. Gregg  
Eastern Illinois University

Dr. A. L. Knoblauch, President  
Dr. Robert L. Ferguson  
Dr. Rolf William Larson  
Western Illinois University

Dr. Richard G. Browne  
Mr. Richard F. Dunn  
Mr. Arthur Samore  
Teachers College Board - Central Office

Mr. William P. Froom, the Board's appointee; and Mr. O. T. Banton, of the Lindsay-Schaub Newspapers, Decatur, were present representing newspaper coverage of this meeting.

Mr. Stipes asked if there were any corrections to the minutes of the meeting of March 21 and the special meeting of April 2, as submitted by mail. Hearing none, he stated the minutes would stand approved.

Dr. Browne read the following Resolution:

WHEREAS Lewis M. Walker of Gilman, Illinois, had been a member of the Teachers College Board of the State of Illinois for fourteen years, during the early years of which he served as Chairman of the Finance Committee of said Board, and since 1953 had served as Chairman of said Board, and

WHEREAS throughout his service on this Board Mr. Walker had shown himself to be devoted to the cause of teacher education and to the cause of education generally in the State of Illinois and demonstrated great ability as a leader of all who served with him, and

WHEREAS Mr. Walker departed this life the 31st day of March, 1960;

NOW, THEREFORE, BE IT RESOLVED by the Teachers College Board of the State of Illinois, that in the passing of Mr. Walker the State of Illinois has lost a consistent and loyal advocate of the cause of education and teacher education in particular, his community has lost a public spirited citizen, we as individuals have lost a fine friend, and his family has lost a devoted husband and father, and

BE IT FURTHER RESOLVED that we extend to Mrs. Walker and Donna our sincere sympathy in their great loss, and

BE IT FURTHER RESOLVED that this resolution be spread at length in the minutes of this meeting and that a certified copy be sent by the Secretary to Mrs. Walker and Donna.

Mrs. Madlener moved the adoption of the Resolution as read by Dr. Browne. The motion was seconded by the other members of the Board and was unanimously carried.

Mr. Hollingsworth moved that the acting chairman, Royal A. Stipes, Jr., elected at the meeting at Onarga, now be made chairman of this Board. Dr. Browne assumed the chair and asked for a second to the motion. Mr. Watson seconded the motion. Mr. Summers moved that nominations be closed and the Secretary cast a unanimous ballot for Mr. Stipes. Mr. Heath seconded the motion and it was unanimously carried.

Mr. Dunn, Legal Counsel for the Board, presented suggested changes in By-Laws in Sections 1 and 2 of Article 6; Section 1 of Article 7; and Section 2 of Article 7, as follows:

Amend Section 1 of Article VI and Section 2 of Article VI of the By-Laws of the Teachers College Board to read as follows:

Section 1. The officers of the Board shall consist of a Chairman, a Vice-Chairman, a Secretary, and an Assistant Secretary who need not be a member of the Board but should be an employee of the Board in the Springfield Office, and an Executive Officer.

Section 2. The Chairman shall be elected for a two year term as provided by statutes of the State of Illinois. The Vice-Chairman, Secretary and Assistant Secretary shall each be elected for a one year term. Each of said four officers shall hold office until their successors are elected and qualify. Any such officer may be removed from office by six affirmative votes. A vote for removal of an officer must be at a regular or special meeting of the Board preceded by the mailing of notice to each Board member and to such officer ten days prior to such meeting which notice shall set out the proposed action. In case of a vacancy, for any reason, the Board shall fill the office for the unexpired term.

Amend Section 1 of Article VII of By-Laws of the Teachers College Board by striking the last sentence thereof which reads as follows:

"In the absence of the Chairman at any Board meeting, the Vice-Chairman shall preside at that meeting."

and by adding a second paragraph to Section 1 of said Article VII, to read as follows:

In the event of the absence of the Chairman from the State of Illinois, or his non-attendance at Board meetings, the Vice-Chairman shall serve as Chairman of the Board and perform all of the duties of the Chairman. In the event of the absence of both the Chairman and the Vice-Chairman, at any regular meeting, the members present shall designate one of those in attendance to serve as acting Chairman for that meeting only. In the event of the death, resignation or removal of the Chairman from office the Vice-Chairman shall thereupon succeed to the office of Chairman until a new Chairman is elected.

Amend Section 2 of Article VII of the By-Laws of the Teachers College Board by adding thereto the following words at the end of the last sentence: "but he may delegate this authority to some other person or persons."

And by adding a second paragraph to Section 2 of Article VII to read as follows:

In the event of the absence of the Secretary from the State of Illinois, his non-attendance at Board meetings, or inability to perform the duties of his office because of illness, the Assistant Secretary shall serve as Secretary. In the event of the death, resignation or removal of the Secretary from office the Assistant Secretary shall thereupon succeed to the office of Secretary to serve until the next regular meeting of the Board.

Mr. Dunbar moved adoption of changes in the By-Laws of this Board, as presented by Mr. Dunn. Mr. Watson seconded the motion and it was unanimously carried.

Mr. Stipes thanked the members for the honor given him and expressed appreciation for the work of all the members. He said the Board would do its best to follow in the footsteps of Mr. Walker. Mr. Stipes said his term would expire in March, 1961, and asked the members to continue with their present committee appointments.

Mr. Stipes stated that nominations were in order for an Assistant Secretary.

Mr. Dunbar moved that Mr. Arthur Samoore, Supervising Accountant in the Central Office, be elected Assistant Secretary to the Teachers College Board. Mr. Summers seconded the motion. Mr. Ropp moved that nominations be closed and that a unanimous ballot be cast for Mr. Samoore. Mr. Reed seconded the motion and it was unanimously carried.

Mr. Stipes said that Mr. Ropp had recently been named "Outstanding Citizen of the Community" by the Normal Association of Commerce. Members responded to this announcement with a round of applause for Mr. Ropp.

#### REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 83 as Executive Officer of the Board, which consisted of three parts: Part I, Capital Improvements; Part II, Preliminary Survey of Safety Conditions; and Part III, Central Office Staff for 1960-61.

Mr. Ropp moved approval of salaries for the Central Office staff as follows:

Richard G. Browne	\$ 1,667
Arthur S. Samoore	1,000
John Patrick Ward	625
Nell Gibson	450
Martha Fletcher	430 *
Denysia Bastas	430 *
Marietta Ruzes	400

\* Subject to approval of a range of \$325 - \$450 by the Merit Board of the University Civil Service System.

Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Aye	Mr. Wilkins	Absent

The motion was unanimously carried.

Dr. Browne suggested that the tribute paid to Mr. Walker by Mr. Stipes at the Dedication Dinner on Sunday evening be recorded in the minutes.

Mr. Hollingsworth moved that the tribute paid to Mr. Lewis M. Walker at the Dedication Dinner, on Sunday, April 24, 1960, by Mr. Stipes, be made a part of the minutes of this meeting. Mrs. Madlener seconded the motion and it was unanimously carried.

The passing of Lewis M. Walker was a great loss to the State of Illinois. A modest man, a citizen of distinction, a constructive thinker who was also a doer, he left a deep impress on the pages of education in his State.

In all my own life and experience, I seldom have known a man who inspired so large a circle of friends and acquaintances in all walks of life with the same universal feeling of respect, esteem, and among his close friends and those with whom he worked, such genuine admiration and love.

Lewis M. Walker learned early in life to respect industry and was a tireless and indefatigable worker. He appreciated honesty in public and private life, and was the soul of integrity. More than most he appreciated the value of education and himself contributed almost four decades of his life to the cause of education. Lewis Walker never spared himself in his work for education. When various sicknesses afflicted him the past several years, he forced himself, often at great pain, to come to long, enervating meetings and to work hard. This he believed was his solemn duty. He had a boundless zeal for service. He possessed a notable capacity for organization and for inspiring loyalty among those with whom he was closely associated. His great fund of common sense and his use of the English language were inspiring to those with whom he came in close contact. There have been few men of my acquaintance who so consistently and conscientiously lived up to their ideas and ideals of what constituted the right. He never evaded. He never dodged. He never compromised where a principle was involved, never equivocated, never allowed the consequences to himself to drive him from the narrow path of duty as he saw it.

We loved him for what he was. We revere his memory. He will not be forgotten. His work will go forward. He will be remembered for what he was and what he did. His name on the portal of Walker Hall at Illinois State Normal University during his lifetime made him a proud, happy and humble man. Too, it will serve as a reminder to future boards of Lewis M. Walker. The little I say here today cannot add to the genuine greatness of this kind, wise and wonderful man, nor magnify the things he did, not only for almost sixteen years of devotion to teacher education in his State, but for his many other civic endeavors as well. I can but feebly express my appreciation of his accomplishments, my gratitude for having known him and calling him my friend during the years he was among us and for learning from his wisdom, his patience, generous thoughts and kindly deeds.

R. A. Stipes, Jr.



## REPORTS OF COMMITTEES

### Building Committee

Mr. Summers, Chairman of the Building Committee, paid tribute to Mr. Walker, speaking as a committee chairman. He said Mr. Walker had absolute confidence in those he assigned special tasks. He had patience. He never interfered with the work of the Building Committee although he kept himself fully informed. He never interfered or changed a decision, never exposed the honest errors of judgment that were made.

### Northern Illinois University

Mr. Summers moved approval of the plans and specifications as submitted by Mr. Kenneth J. Thelen, Architect, DeKalb, and to authorize the architect to advertise for bids to be presented at the next regular meeting of this Board, on the following projects with estimated costs including architect's fees:

1. Tuckpointing the Science Building; Industrial Arts Building; Still Gymnasium; Library Building; necessary sheet metal, flashing and roofing work on the Administration Auditorium Roof and the downspout for Still Gymnasium - \$10,200.00 (Payable from Rehabilitation Funds).
2. Tuckpointing McMurtry Building - \$3,000.00 (Payable from Rehabilitation Funds).
3. Interior concrete in the Field House - \$4,900.00 (Payable from Construction Funds, Series '56).
4. Replacement of the steps and platform to the East entrance and for the steps to the West entrance to Gilbert Hall - \$2,525.00 (Payable from Operation & Maintenance Account, Series '50).
5. Steel joist deck concrete for second floor costume area, steel stairway and railings, doors and frames, concrete block partitions, painting, ventilating and electrical work, Fine Arts Building - \$4,610.00 (Payable as follows: . \$855 from Eula O'Connell Memorial Fund; the balance from Contractual Services).
6. Roofing and Sheet Metal work for heating plant high roof - \$950.00 (Payable from Rehabilitation Funds).

Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Summers moved approval of the plans and specifications as submitted by Mr. S. W. Knetsch, of S. W. Knetsch & Associates, of DeKalb, and to authorize the engineer to advertise for bids to be presented at the next regular meeting of this Board, on the following projects with estimated costs including architect's fees:

1. Extension of electrical loop - \$50,000 (Payable from Rehabilitation Funds).
2. Reinforced concrete sidewalk extensions for Central and Main Campus - \$14,700 (Payable from Rehabilitation Funds).

Mr. Watson seconded the motion and it was unanimously carried.

Mr. Summers moved to authorize Northern to work with the architectural firm of Graham, Anderson, Probst & White, architects, of Chicago, to prepare preliminary plans and specifications for a Science Building, on a contingency basis. Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Summers moved that the Board authorize the Chairman and Secretary of the Teachers College Board to sign a contract with S. W. Knetsch & Associates, of DeKalb, for engineering services at Northern, for the current biennium. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved approval of the following change orders to the contract of Graves & Graves, Chicago, Illinois, for heating and ventilating, Women's Residence Hall Group:

Labor and Material for installing concrete bases for hot water heating pumps and four air supply units in pipe tunnels - Add	\$ 1,475.90
--	-------------

Labor and materials to pipe up a second steam pressure cooker - Add	104.00
---	--------

Labor and material for installing concrete bases for refrigeration compressor and air handling units, less cost of original bases	
Add	\$448.00
Credit	<u>268.00</u>
	180.00

Labor and material for channel iron cross members on fans in Room 3305 to spread load on floor joists - Add	78.00
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Labor and material for running steam line to bake oven - Add	150.00
--	--------

Credit for using fibre glass insulation as a substitute for 85% magnesia - Credit	853.50
---	--------

Credit for omitting the painting in pipe tunnel and main fan room -	1,140.00
---	----------

Net deduction to contract - \$5.60

Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved approval of the following change orders to the contract of R. Hays Co., of Champaign, for plumbing, Women's Residence Hall Group:

For 3/4" copper drain tubing from the 4 dole plates on the cafeteria lines - Add	\$ 150.00
--	-----------

For omission of labor that would have been required had a central water-chilling unit been installed, and for substituting 3 access panels and 3 glass filling stations in the Cafeteria, Rooms 2307, 2308 and 2309 - no change in contract price

For changing the pipe-covering insulation on hot-water lines from 85% magnesia to "Fiberglas" - Credit	385.70
--	--------

For omitting the 4" water main (fire line) on south and west sides of project, including the connection to main in Lucinda Avenue, omitting 2 fire hydrants, and changing the one remaining hydrant to make demanded by the City of DeKalb - Credit	473.00
---	--------

Net deduction to contract - \$ 708.70

Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Summers moved that Northern be authorized to dispose of buildings as they are acquired on sites for the proposed University Center, disposition to be made as stipulated by law through the State Surplus Agency. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved that Northern be authorized to dispose of barracks buildings north of Lucinda Avenue, as stipulated by law through the State Surplus Property Agency. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

#### Illinois State Normal University

Mr. Summers moved the acceptance of the low bid of Gildner Plumbing & Heating, Bloomington, in the amount of \$15,187.00, plus \$911.22, for engineering fees for Brown, Manthei, Davis & Mullins, of Champaign, for rehabilitation of the shower room in the Women's Section of McCormick Gymnasium; and a women's toilet room in Cook Hall, subject to the release of Rehabilitation Funds by Governor Stratton. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved approval of an emergency contract for services with the Illinois Power Co., Monticello, Illinois, in the sum of \$3,500.00, to connect ISNU's electric service with the new sub-station, and that proper affidavit be filed in the Auditor General's office. (Payable from Contractual Services). Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved acceptance of the low bid of Beaumont Birch Co., Philadelphia, Pennsylvania, in the amount of \$3,690.00, plus \$221.40, engineering fees to Brown, Manthei, Davis & Mullins, Champaign, for ash handling equipment for steam heating plant. (Payable from Equipment-Contingency). Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved approval of an addition to the contract of Faucett-Umphrey Corp., of Bloomfield, Indiana, for built-in furniture, for the new Residence Halls for Women, in the amount of \$637.76, for transite panels at the back of desks and book shelf units. (Payable from Series '59 Construction Funds). Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved approval of an addition to the contract of Felmley-Dickerson, Bloomington, on the New Residence Halls for Women, in the amount of \$510.00 for change in design of expansion joints. (Payable from Series '59 Construction Funds). Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved that, due to the fact that bids exceed the sum budgeted for this project, the bids for the eight tennis courts on the West Campus be rejected and the architect authorized to re-advertise for bids on six tennis courts with an alternate for two others. Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Summers moved the acceptance of the following lowest responsible bids in a total amount of \$88,573.28, for equipment necessary to furnish the new ten-story dormitory, with the understanding that acceptance is subject to inspection of samples.

Cafeteria chairs and tables and study desk chairs for Student Rooms - S.	
Buckman Furniture & Supply, Spring Valley, Illinois	\$30,935.71
Wherever heavy duty aluminum kitchen utensils for the cafeteria -	
Stearnes Co., Chicago 16, Illinois	2,667.34
60 Dozen Fiberglass Serving Trays for the Cafeteria - E & I Coop	
Service, Inc., Garden City, New York	1,259.50
Stainless Steel Flatware for the Cafeteria - E & I Coop Service, Inc.,	
Garden City, New York	1,389.38
816 Study Lamps for the dormitory rooms - Excel Mfg. Corp., Muncie, Ind.	5,671.04
Corning Glassware dishes for the cafeteria - Stearnes Co., Chicago 16	3,170.50
Sheets, Pillow Cases and Mattress Pads for dormitory rooms - Morton	
Textiles, Chicago 6	7,465.62
816 Mattresses for dormitory rooms - Baker Furniture Co., Charleston	16,011.39
816 Lock & Roll Bed Frames for dormitory rooms - Rochelle, Inc.,	
Chicago 10, Illinois	17,340.00
70 Dozen Pillows for dormitory rooms - L. B. Herbst, Chicago	2,662.80

Mr. Ropp seconded the motion, roll was called and the vote was as follows:



Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved that ISNU be authorized to reinstate alternates or to obtain new bids on the following items and their estimated costs, for the ten-story dormitory, and submit them at the next regular Board meeting:

1. Window screens above the Fifth Floor - \$2,400
2. Clock system in corridors tied into IBM master clock system - \$4,700
3. Public Address System - \$8,160
4. Steel lockers for storage - \$10,000
5. Air conditioning of lounge and food service area - \$40,000 each

Mr. Heath seconded the motion and it was unanimously carried.

#### Eastern Illinois University

Mr. Summers moved that Lundeen & Hilfinger, architects, Bloomington, be authorized to prepare plans and specifications and advertise for bids for transverse partitions and doors to compartmentalize hallways on the first and second floor of the Livingston C. Lord Administration Building, and present them at the next regular meeting of this Board. Mr. Dunbar seconded the motion and it was unanimously carried.

Mr. Summers moved that the architect, Lundeen & Hilfinger, Bloomington, present estimates at the May meeting on the cost of re-building Pemberton Hall to bring it in compliance with minimum safety standards. The architects are asked to study three alternates:

- (1) Installation of fire resistant materials and enclosed stairwells and complete automatic fire detection system
- (2) Complete new interior of fire resistant design with increased room capacity
- (3) Fire resistant materials and fire detection system and additional room capacity

Mr. Heath seconded the motion, and it was unanimously carried.

#### Western Illinois University

Mr. Summers moved approval of an addition to the contract of E. Keller Co., Chicago, on the rehabilitation of steam generating plant, in the amount of \$900.00, to increase fire tube boiler capacity from 400 H.P. to 500 H.P. (Payable from funds released for the project). Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved that the architects be authorized to advertise for bids and present them at the next regular meeting of this Board, on the following rehabilitation projects at Western:

Fire Alarm, Campus School - \$3,180  
 Sanitary Sewer - \$965  
 Fire Doors & Wells, Grote Hall - \$12,000  
 Interior Doors, Morgan Gym - \$2,300  
 Surfacing Various Areas - \$15,000  
 Repair Campus Wiring System - \$12,270  
 Air Conditioning, Public Services Building - \$13,000 (Study alternate plans for individual units and for a central unit)  
 Steam Line Repairs in Existing Tunnel - \$17,490

Mr. Watson seconded the motion and it was carried.

Mr. Summers moved that the Chairman and Secretary of the Teachers College Board be authorized to sign a contract with Phillips & Kemp, Canton, Illinois, for architectural services, at a fee of 6%, in connection with fire doors and wells, in Grote Hall. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved that the Board reject bids for a fire alarm system, Campus Training School; and for fire detection system, Grote Hall; and that the University be authorized to re-advertise for bids and present them at the next regular meeting of this Board. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved that the Board reject the bids for replacement of cracked sanitary sewer on Murray Street, and the University be authorized to re-advertise for bids and present them at the next regular meeting of the Board. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summer	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Aye	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers stated that he was resigning from the chairmanship of the Building Committee. He said that he had served as chairman of this committee for seven years and that he had thoroughly enjoyed the work, but now he felt he must be relieved of this work.

Mr. Stipes thanked Mr. Summers for his excellent service as chairman of the Building Committee, recognizing the great work he had done, and accepted his resignation.

Mr. Heath moved that in appreciation of Mr. Summers fine work, the Board extend a vote of thanks and appreciation for what he has done. Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Stipes said he would name a new chairman at the May meeting of the Board.

#### LEGAL BUSINESS

Mr. Dunn reported that he had been unable to negotiate with the owners for certain parcels of land which the Board had authorized to be purchased for Northern Illinois University, at the February 15, 1960, Board meeting, and offered the following resolution to file a condemnation suit.

#### RESOLUTION

WHEREAS this Board has caused inquiry to be made and has studied the future needs of Northern Illinois University at DeKalb, Illinois, for additional land and has ascertained that said University needs and this Board should acquire the following tracts of land in the City of DeKalb, namely:

<u>Legal Description</u>	<u>Name of Owner</u>	<u>Appraisal</u>
1. Lot 2 (except East 165 Ft.) in Block 1 in Normal Park Addition to the City of DeKalb	Perry W. and Edythe E. Larsen	\$25,000.00
2. The E 165 ft. of Lot 2 in Block 1 in Normal Park Addition to City of DeKalb	James Wilson Beach and Helen McGinnis Beach	30,000.00
3. Lot 4, except W. 120 ft. thereof, in Block 1 in Normal Park Add'n. to City of DeKalb	Ralph McKinzie and Helen Elizabeth McKinzie	25,000.00
4. The W 120 ft. of Lot 4 in Block 1 in Normal Park Add'n. to City of DeKalb	Richard Bell and Audrey L. Bell	23,000.00
5. Lot 5, Block 1 in Normal Park Add'n. to City of DeKalb	James Robertson and Violet L. Robertson	41,000.00

and,

WHEREAS this Board has heretofore authorized Richard F. Dunn, attorney for the Board, to have the proposed tracts of land appraised and after appraisal to make an offer to purchase the same, and

WHEREAS Mr. Dunn has reported to this Board that based upon the appraisals of said tracts of land and on behalf of this Board he did on the 20th day of April make an offer in writing to purchase each of the aforesaid tracts for the appraised values thereof as set out above and that the owners have not accepted said offers;

NOW, THEREFORE, BE IT RESOLVED by the Teachers College Board of the State of Illinois in regular session assembled that it is necessary that this Board acquire for Northern Illinois University the tracts of land above described, and

BE IT FURTHER RESOLVED that this Board and the owners of said land are unable to agree upon a purchase price for said land, and

BE IT FURTHER RESOLVED by this Board that Richard F. Dunn, attorney for this Board and on behalf of this Board, is hereby directed and authorized to file a suit in condemnation to procure the above described lands for Northern Illinois University.

Mr. Summers moved the adoption of the resolution as presented by Mr. Dunn. Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Aye	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Dunn reported that he had been unable to negotiate with the owners for the 290 acres of land which the Board had authorized to be purchased for Illinois State Normal University at the March 21, 1960 Board meeting, and offered the following resolution:

#### RESOLUTION

WHEREAS this Board has caused inquiry to be made and has studied the future needs of Illinois State Normal University at Normal, Illinois, for additional land and has ascertained that said University needs and this Board should acquire a certain tract of farming land for said University described as follows:

The West 290 acres more or less of the South Half of  
Section 20, Township 24 North, Range 2 East of the  
Third Principal Meridian in McLean County, Illinois,

and

WHEREAS this Board has heretofore authorized Richard F. Dunn, attorney for the Board, to have the proposed tract of farming land appraised and after appraisal to make an offer to purchase the same, and

WHEREAS Mr. Dunn has reported to this Board that based upon the appraisal of said farm land and on behalf of this Board he did on the 11th day of April, 1960, make an offer in writing to purchase the said farm tract for the sum of \$152,250.00 and that the owner has failed to reply and has not accepted said offer;

NOW, THEREFORE, BE IT RESOLVED by the Teachers College Board of the State of Illinois in regular session assembled that it is necessary that this Board acquire for Illinois State Normal University the tract of farming land above described, and

BE IT FURTHER RESOLVED that this Board and the owner of said land are unable to agree upon a purchase price for said land, and

BE IT FURTHER RESOLVED by this Board that Richard F. Dunn, attorney for this Board and on behalf of this Board, is hereby directed and authorized to file a suit in condemnation to procure the above described land for Illinois State Normal University.

Mr. Ropp moved the adoption of the resolution presented by Mr. Dunn. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Aye	Mr. Wilkins	Absent

The motion was unanimously carried.

#### QUARTERLY REPORTS OF PRESIDENTS

Dr. Holmes presented the Quarterly Report for Northern Illinois University.

Mrs. Madlener moved the approval of the Quarterly Report for Northern Illinois University, as presented by President Holmes. Mr. Watson seconded the motion, roll was called and the vote was as follows:



Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Aye	Mr. Wilkins	Absent

The motion was unanimously carried.

Dr. Bone presented the Quarterly Report for Illinois State Normal University.

Mr. Ropp moved the approval of the Quarterly Report for Illinois State Normal University, as presented by President Bone. Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Aye	Mr. Wilkins	Absent

The motion was unanimously carried.

Dr. Doudna presented the Quarterly Report for Eastern Illinois University, and asked for change in the status of Ernest L. Stover, faculty member.

Mr. Summers moved that the Board rescind its action taken on January 11, 1960, approving retirement for Ernest L. Stover, Professor and Head of the Department of Botany, at the close of the spring quarter, June 8, 1960. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Aye	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Heath moved the approval of the Quarterly Report for Eastern Illinois University, as presented by President Doudna, with the deletion of No. 2 under B, Retirements, under II, Faculty. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Aye	Mr. Wilkins	Absent

The motion was unanimously carried.

Dr. Knoblauch presented the Quarterly Report for Western Illinois University.

Mr. Hollingsworth moved the approval of the Quarterly Report for Western Illinois University, as presented by President Knoblauch. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Aye	Mr. Wilkins	Absent

The motion was unanimously carried.

There being nothing further to come before the Board at this time, Mr. Stipes declared the meeting adjourned until the next regularly scheduled meeting on May 16, 1960, at Eastern Illinois University, at Charleston, Illinois.

R. A. Stipes, Jr.  
Chairman

Alexander Summers  
Secretary

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD  
Eastern Illinois University  
Charleston, Illinois

May 16, 1960

The regularly scheduled meeting of the Teachers College Board convened at 9:00 A.M., on Monday, May 16, 1960, in the Library Building, Eastern Illinois University, Charleston, Illinois. Mr. R. A. Stipes, Jr., Chairman, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr., Chairman	Mr. Morton H. Hollingsworth
Mr. Alexander Summers, Secretary	Mrs. Harriet Lowden Madlener
Mr. Carl Dunbar	Mr. William E. Reed
Mr. Vernon L. Heath	Mr. Clarence R. Ropp
Mr. George T. Wilkins	

The following member was absent:

Mr. Chauncey B. Watson, Sr.

Also present were the following:

Dr. Leslie A. Holmes, President  
Mr. Z. H. Dorland  
Northern Illinois University

Dr. Robert G. Bone, President  
Dr. Arthur Larsen  
Mr. Preston Ensign  
Illinois State Normal University

Dr. Quincy Doudna, President  
Mr. Raymond R. Gregg  
Eastern Illinois University

Dr. A. L. Knoblauch, President  
Dr. H. G. Ayre  
Dr. Julian Archer  
Western Illinois University

Dr. Richard G. Browne  
Mr. Richard F. Dunn  
Mr. Arthur Samooore  
Teachers College Board - Central Office

Mr. William P. Froom, the Board's appointee, was present representing newspaper coverage of this meeting.

Mr. Stipes made the following appointments to committees:

Mr. Summers	- Graduate and General Curriculum
Mr. Heath	- Salary Schedule and Personnel

Mr. Stipes said the Board had received a card from Mrs. Walker gratefully acknowledging and thanking the Board for its kind expression of sympathy.

Mr. Summers asked that the minutes of the meeting of April 25, 1960, be corrected, changing the wording of the motion electing the chairman to read as follows:

"Mr. Hollingsworth moved that Royal A. Stipes, Jr., the acting chairman elected at the meeting at Onarga, now be made Chairman of this Board. Dr. Browne assumed the

chair and asked for a second to the motion. Mr. Watson seconded the motion. Mr. Summers moved that nominations be closed and the Secretary cast a unanimous vote for Mr. Stipes. Mr. Heath seconded the motion and it was unanimously carried."

Mrs. Madlener moved that the minutes be approved as corrected. Mr. Ropp seconded the motion and it was unanimously carried.

Mr. Stipes announced that the next meeting of the Board would be held in Normal, on June 27, 1960, at 10:00 A.M.

Mr. Stipes stated that the meeting was now open for nominations for Vice-Chairman of the Board.

Mr. Ropp nominated Mr. Alexander Summers for Vice-Chairman of the Teachers College Board. Mrs. Madlener seconded the motion. The Chairman asked for any further nominations. Mr. Hollingsworth moved that nominations be closed and the Secretary cast a unanimous ballot for Mr. Summers. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Summers offered his resignation as Secretary of the Teachers College Board, to take effect upon the election of his successor. Mr. Stipes accepted the resignation and asked for nominations for Secretary of the Teachers College Board.

Mr. Summers nominated Mr. Clarence R. Ropp for Secretary of the Teachers College Board. Mrs. Madlener seconded the motion. The Chairman asked for any further nominations. Mr. Hollingsworth moved that nominations for Secretary to the Teachers College Board be closed and the Secretary cast a unanimous ballot for Mr. Ropp. Mr. Wilkins seconded the motion and it was unanimously carried.

The Chairman, Mr. Stipes, appointed Mr. Dunbar, as Chairman of the Building Committee.

Mr. Summers moved that the four presidents and the executive officer be given salary increases in the amount of \$133.33 1/3 per month, effective July 1, 1960. Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

#### REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 84 as Executive Officer of the Board, entitled "The Present State of Faculty Participation." Dr. Browne explained that each faculty member was given the opportunity to respond to a "check-list", or questionnaire concerning the work of the faculty organizations. He added that letters were sent to 1,156 persons and that 739 had responded at the time he prepared this study, and more had come in since then.

Mr. Stipes expressed the appreciation of the Board for this report and thanked Dr. Browne for the work he had done in preparing it.

#### REPORTS OF COMMITTEES

##### Building Committee

##### Northern Illinois University

Mr. Dunbar moved the acceptance of the bid in the amount of \$4,678.00, submitted by Reliable Waterproofing Co., of Rock Island, lowest responsible bidder, for tuckpointing work on the Science Building, Industrial Arts Building, Still



Gymnasium, Library, and McMurry Building, and approval of fees for the architect, Mr. Kenneth J. Thelen, DeKalb, in the amount of \$280.68, total project cost \$4,958.68, subject to the release of Rehabilitation Funds by Governor Stratton. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$5,656.00, submitted by Northern Illinois Construction Co., DeKalb, lowest responsible bidder, for interior concrete work in the Field House, and approval of fees for the architect, Mr. Kenneth J. Thelen, DeKalb, in the amount of \$339.36, total project cost of \$5,995.36. (Payable from Construction Funds, Series '56). Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$1,920.00, submitted by Hilding Franzene, DeKalb, lowest responsible bidder, for exterior concrete work on Gilbert Hall, and approval of fees for the architect, Mr. Kenneth J. Thelen, DeKalb, in the amount of \$115.20, for a total project cost of \$2,035.20. (Payable from Operation & Maintenance Account, Series '50). Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$3,214.00, submitted by Hilding Franzene, DeKalb, lowest responsible bidder, for work on the Costume Area in the Fine Arts Building, and approval of fees for the architect, Mr. Kenneth J. Thelen, DeKalb, in the amount of \$192.84, for a total project cost of \$3,406.84. (Payable as follows: \$855.00 from Eula O'Connell Memorial Fund; the balance from Contractual Services). Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$2,015.00, submitted by Johnson & Jacobson, DeKalb, lowest responsible bidder, for Sheet Metal Work on the Auditorium Roof and the Heating Plant high roof, and approval of fees for Mr. Kenneth J. Thelen, DeKalb, architect, in the amount of \$120.90, for a total project cost of \$2,135.90, subject to the release of Rehabilitation Funds by Governor Stratton. Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$35,540.45, submitted by Virgil Cook & Son, Inc., DeKalb, Illinois, lowest responsible bidder, for Underground Electrical Distribution Extensions, Main Campus; approval of fees for S. W. Knetsch & Associates, DeKalb, for engineering and supervision in the amount of \$2,843.24; and approval of \$1,919.18 for contingencies, for a total project cost of \$40,302.87, subject to the release of rehabilitation funds by Governor Stratton. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$9,590.25, submitted by James R. Walker, DeKalb, lowest responsible bidder, for Reinforced Sidewalk Extensions, Main and Central Campus, and approval of \$767.22, engineering and supervision fees for S. W. Knetsch & Associates, DeKalb, for a total project cost of \$10,357.47, subject to the release of Rehabilitation Funds by Governor Stratton. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved approval of the plans and specifications for fire safety rehabilitation as submitted by Samuelson & Sandquist, Chicago, architects-engineers, and to authorize the architect to advertise for bids to be presented at the next regular meeting of this Board, on the buildings herewith listed, showing estimated costs but not including architect's fees:

Administration Building - \$47,388 plus \$525 per unit for four doors in fire screens  
 Industrial Arts Building - \$2,832  
 McMurry Building - \$5,428  
 Science Building - \$14,657  
 Still Gymnasium - \$11,486  
 (Payable from Rehabilitation Funds)  
 Williston Hall - \$23,304 plus \$4,200 for fire exit doors in east wall of dining  
 room  
 (Payable from Series '50 - Construction Fund)

Mr. Summers seconded the motion, and it was unanimously carried.

Mr. Dunbar moved approval of the plans and specifications as submitted by Samuelson & Sandquist, Chicago, Architect-Engineers, for aluminum windows in Auditorium at an estimated cost of \$11,000 excluding architect's fees; and for new aluminum windows in stage area at an estimated cost of \$1,930, excluding architect's fees; and to authorize the architect to advertise for bids to be presented at the next regular meeting of this Board. (Payable from Rehabilitation Funds). Mr. Reed seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of the purchase in the amount of \$951.92, of Metal Shelving for Janitorial Supplies for the Central Unit of the Women's Residence Hall Group, from Carl E. Paulson & Co., Rockford, lowest responsible bidder. (Payable from Construction Equipment Fund Series '57). Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

#### Illinois State Normal University

Mr. Dunbar moved approval of an addition in the amount of \$588.00, to the contract of Faucett Umphrey Co., Bloomfield, Indiana, and approval of architects' fees in the amount of \$29.40, for a filler panel attached to desk units in the Residence Halls for Women. (Payable from Construction Funds, Series '59). Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$1,590.80, submitted by Koldaire Equipment Co., Bloomington, lowest responsible bidder, for Electric Hair Dryers, for the Ten Story Dormitory. (Payable from Construction Funds, Series '59). Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$4,378.60, submitted by Hardware Products, Sterling, Illinois, lowest responsible bidder, for Automatic Washers and Dryers, for the Ten Story Dormitory. (Payable from Construction Funds, Series '59). Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$1,303.10, submitted by Morton Textiles, Chicago, Illinois, lowest responsible bidder, for Wastebaskets, for the Ten Story Dormitory. (Payable from Construction Funds, Series '59). Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$28,557.65, submitted by Edwin Raphael Co., Inc., Holland, Michigan, lowest responsible bidder, for draperies and hardware for the Ten Story Dormitory. (Payable from Construction Fund, Series '59). Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$3,031.00, submitted by Haag Bros., of Skokie, Illinois, lowest responsible bidder, for draperies and hardware for the Ten Story Dormitory. (Payable from Construction Funds, Series '59). Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$925.40, submitted by Industrial Chemical Co., Decatur, Illinois, lowest responsible bidder, for Janitor Floor and Vacuum Machines, for the Ten Story Dormitory. (Payable from Construction Funds, Series '59). Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved that Alternate Proposal No. 3-B in the amount of \$41,587.00, for air conditioning East and West Residence Halls, and Alternate Proposal No. 3-C in the amount of \$45,257.00, for air conditioning in Food Service Unit, be reinstated in the Donzel W. Fortner contract, Bloomington, Illinois, for mechanical work on the Women's Residence Hall Group; plus architect's fees in the amount of \$4,342.20, for Schaeffer, Wilson & Evans, Bloomington, Architects, for a total addition to the project cost of \$91,186.20, subject to the transfer of \$60,000 Surplus Funds from Series '54 Bond Issue to Series '59 Construction Fund. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye



The motion was unanimously carried.

Mr. Dunbar moved that Alternate Proposal No. 4-B in the amount of \$700.00, for electrical work for air conditioning in the Residence Halls, and Alternate Proposal No. 4-C in the amount of \$1,225.00, for electrical work for air conditioning in the Food Service Unit, be reinstated in the contract of Dunbar Electric Co., Kankakee, Illinois, for Electrical Work on the Women's Residence Hall Group; plus architect's fees in the amount of \$96.25, for Schaeffer, Wilson & Evans, Bloomington, Architects, for a total additional cost to the project of \$2,021.25, subject to the transfer of \$60,000 Surplus Funds from Series '54 Bond Issue to Series '59 Construction Fund. Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved that Proposal No. 49, "Exhibit A", in the amount of \$1,253.70, for Ice Machine, be reinstated in the contract of Servco Equipment Co., St. Louis, Missouri, for Food Service Work on the Women's Residence Hall Group; plus architect's fees in the amount of \$62.69, for Schaeffer, Wilson & Evans, Architects, Bloomington, for a total additional cost to the project of \$1,316.39, subject to the transfer of \$60,000 Surplus Funds from Series '54 Bond Issue to Series '59 Construction Fund. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$3,245.00, submitted by John Mueller Co., Inc., Peoria, Illinois, lowest responsible bidder, for radio-paging system for the Ten Story Dormitory. (Payable from General Revenue Equipment). Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved that the architects, Schaeffer, Wilson & Evans, Bloomington, be authorized to advertise for bids and present them at the next regular Board meeting, on the following additions to the Women's Residence Hall Group:

Steel Lockers  
Insect Screens for Windows in Fifth to Tenth Stories  
Public Address System

Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$31,500.00, submitted by Skrainka Construction Co., St. Louis, Missouri, lowest responsible bidder, for six bituminous tennis courts; acceptance of the bid in the amount of \$4,028.00, submitted by Cyclone Fence Department, U. S. Steel Corporation, Chicago, Illinois, lowest responsible bidder, for fencing six courts; acceptance of the bid in the amount of \$890.00, submitted by West Construction Co., Bloomington, Illinois, lowest responsible bidder, for sidewalk; plus architects fees in the amount of \$2,185.08, to Lankton, Ziegele, Terry & Associates, Peoria; balance of \$1,396.92, of the total amount of \$40,000.00 allotted to this project, to be applied to the cost of additional tiling; subject to Governor Stratton's release of funds appropriated for this project. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

#### Eastern Illinois University

Mr. Dunbar moved the acceptance of the bid in the amount of \$51,500.00, submitted by Hart & Reilly, Mattoon, lowest responsible bidder, for remodeling of Livingston C. Lord Administration Building, plus architect's fees in the amount of \$3,605.00, to Lundeen & Hilfinger, Architects & Engineers, Bloomington, for a total cost of the project of \$55,105.00, subject to the release of Rehabilitation Funds by Governor Stratton. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved that the architect, Lundeen & Hilfinger, Architects & Engineers, Bloomington, Illinois, be authorized to prepare plans and specifications at an estimated cost up to \$50,000.00, including architect's fees, for safety treatment of Pemberton Hall. (Payable from Series '50 Surplus). Mr. Summers seconded the motion and it was unanimously carried.

Mr. Dunbar moved that the Board authorize Lundeen & Hilfinger, Architects & Engineers, Bloomington, Illinois, to prepare plans and specifications for a stack for the kilns, for Eastern Illinois University and for Illinois State Normal University, and present them at the next regular meeting of this Board. Mr. Summers seconded the motion and it was unanimously carried.

#### Western Illinois University

Mr. Dunbar moved the acceptance of the bid in the amount of \$9,830.00, submitted by Macomb Electric Co., Macomb, lowest responsible bidder, for installation of an automatic fire detection system in Grote Hall. (Payable from Auxiliary Enterprises). Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$3,160.00, submitted by Macomb Electric Co., Macomb, lowest responsible bidder, for furnishing and installation of equipment to replace present manual fire alarm system in the Campus Training School, subject to the release of Rehabilitation Funds by Governor Stratton. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$965.00, submitted by Macomb Plumbing & Heating, Macomb, lowest responsible bidder, for replacement of cracked sanitary sewer on Murray Street, subject to the release of Rehabilitation Funds by Governor Stratton. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$10,385.89, submitted by Ronald Allen, Macomb, lowest responsible bidder, for installation of smoke screens and fire doors in the stairways and halls of Grote Hall, plus architect's fees in the amount of \$623.15, to Phillips & Kemp, Canton, subject to the release of Rehabilitation Funds by Governor Stratton. Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved the acceptance of the bid in the amount of \$979.00, submitted by Sturm Plumbing & Heating Co., Macomb, lowest responsible bidder, for removal of present air conditioning unit from the Recreation Room located in the Student Center and installation of same in the Public Services Building, subject to the release of Rehabilitation Funds by Governor Stratton. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved that Western be authorized to advertise for bids on the following projects with estimated costs as indicated, payable from Rehabilitation Funds, and present them at the next regular meeting of this Board:

Interior Doors, Morgan Gymnasium - \$2,000  
Surfacing Parking Areas and Repairs to Sidewalks, existing concrete drives - \$16,350.11  
Repairs to Wiring of Existing Campus Lighting - \$6,870

Mr. Summers seconded the motion, and it was unanimously carried.

#### NEW BUSINESS

Mr. Dunbar moved that the Board accept the proposal of Higham, Neilson, Whitridge, & Reid, Inc., Chicago, Illinois, lowest responsible bidder, for the furnishing of student health and accident insurance for all students enrolled in the universities governed by this Board, said insurance coverage to be for a period of one calendar year beginning on the first day of registration in the fall of 1960 at each university, said insurance policy or policies to be issued by the North American Company, said award being subject to the provision that the proposed policy, or policies, provide the exact coverage as specified by the Board in its invitation for bids dated March 25, 1960, and provided further that said policy or policies be approved by the State Department of Insurance. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Dunbar moved that beginning with the first day of registration in the fall of 1960 at each university all students enrolled in each university, students being defined as all undergraduate students and graduate students enrolled in the above named universities and who are assessed the full registration fee (excepting students enrolled in post sessions, extramural, evening and Saturday classes only), shall be required to participate in the student health and accident insurance program approved by this Board unless the student can produce evidence to the effect that he is now carrying comparable insurance, as determined by the University. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Hollingsworth moved that the Assistant Secretary and the Executive Officer present at the next meeting of this Board a schedule of fees to be charged, incorporating the low bid, and the administrative cost of the student health insurance. Mr. Wilkins seconded the motion and it was unanimously carried.

#### FINANCE COMMITTEE

Mr. Ropp moved the adoption of the following resolution:

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM THE SERIES  
1954 BOND SURPLUS ACCOUNT TO THE SERIES 1959 BOND CONSTRUCTION  
ACCOUNT AT ILLINOIS STATE NORMAL UNIVERSITY



WHEREAS, it is desirable to do certain additional work on the 810-student capacity residence hall being built primarily with the proceeds of \$3,600,000 Illinois State Normal University Student Residence Hall Revenue Bonds, Series of 1959; and

WHEREAS, the amount remaining in the Construction Fund established by the resolution authorizing said Series of 1959 bonds is inadequate fully to cover the cost of such additional work; and

WHEREAS, the resolution authorizing the issuance of \$1,650,000 Student Residence Hall Revenue Bonds, Series of 1954 for Illinois State Normal University permits in Section 8(H) thereof the utilization for any lawful purpose of surplus funds derived from the operation of the facilities whose revenues are pledged to said Series of 1954 bonds; and

WHEREAS, there was on June 30, 1959, in the Revenue Fund of said Series 1954 bond accounts more than \$60,000 after meeting all requirements of the resolution authorizing said Series of 1954 bonds;

NOW THEREFORE BE IT RESOLVED:

1. That \$60,000 of the funds on hand in the said Series 1954 bond accounts be declared surplus.

2. That said \$60,000 surplus be transferred from the Series 1954 Bond Revenue Fund to the Series 1959 Bond Construction Account.

Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Stipes reported that the Board had been notified that the Housing and Home Finance Agency had set aside \$3,000,000 for the dormitory at DeKalb. Dr. Browne added that necessary papers to complete the formal application were being processed and that Mr. Samore would file the application within a short time.

Mr. Hollingsworth moved that the Stadium Revenue Bond fee at Western Illinois University be dropped at the end of the summer school term in 1960. Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Members discussed in some detail the food contract at Western Illinois University. Dr. Knoblauch said he would try to have the contract for food service to present at the next meeting of this Board.

INFORMAL REPORTS OF PRESIDENTS

Northern Illinois University

Dr. Holmes presented the informal report for Northern and made the following requests:

1. Payment of Substitutes (Northern Illinois Elementary and Junior High School) at the regular substitute rate of \$15 per day

April 4: Mrs. Katheryn McCulloch for Mr. Arnold Slan who was ill

April 18, 19, 20: Mrs. Eunice Hartmann for Mrs. Aldo Weedmann who was attending a conference

April 25, 26: Mrs. Wilma Murray for Mr. Donald Wilson who was ill

April 25: Mrs. Katheryn McCulloch for Mr. Arnold Slan who was ill -  $\frac{1}{2}$  day

2. Summer Session Payroll Changes - 1960

On Pages 327, 328 and 329, April Board Report, please remove the following:

			June	July	August	Total
Bullington, Robert	Professor	Biol. Sci.	960	960	---	1920
Hasan, Mazhar	Asst.Prof.	Physics	780	780	---	1560
Hull, Marion	Asst. Prof.	Education	740	740	---	1480
Sedlock, Marietta	Asst. Prof.	Music	740	370	---	1110
						(6 wks)

Additions to summer session payroll

Carlson, Milton E.	Asst. Prof.	Research	---	---	390	390
Johnson, Bernadine	Assoc.Prof.	Home Econ.	900	900	---	1800 a
Tink, A. Kirby	Asst.Prof.	Education	740	740	---	1480
Ward, James M.	Asst.Prof.	Education	760	760	---	1520

a - Temporary appointment

3. Approval of change of status for Mr. John W. Hug, instructor, Lorado Taft Field Campus, from 11 months to 9 months, April Board Report.
4. Approval of the temporary appointment of Dr. Bernadine Johnson, Associate Professor, Department of Home Economics, for the summer session 1960 only, at a salary of \$1800 for eight weeks. Dr. Johnson has her bachelor's degree from Millikin University, her master's degree from Colorado A & M College, and her doctor's degree from Florida State University. She has had 27 years' teaching experience and is currently employed at Purdue University in the Home Economics Department.
5. Approval of leaves of absence without salary for the academic year 1960-61 (leaves tentatively requested and approved in April Board Report) for the following: Dr. Robert A. Bullington; Mr. William G. Haendel, Dr. John W. Lloyd.
6. Approval of the following to teach courses in the Graduate School

Department of Education

Dr. A. Kirby Tink, Ph.D., Northwestern University

Department of Home Economics

Dr. Bernadine Johnson, Ph.D., Florida State University

7. Approval of purchase of 14 coin-operated electric washing machines and 6 gas dryers for married student housing and replacement of old machines in laundry rooms of Women's Residence Halls, from Sears, Roebuck & Co., Chicago Contract Division, lowest responsible bidder, as follows:

Model 91420 Electric Kenmore Washing Machine @ \$180.50 each	\$2,527.00
Model 91720 Gas Kenmore Dryers @ \$165.00 each	993.00
	<u>\$3,520.00</u>

(Payable from Trust Fund Account #1580)

8. Approval of purchase of one Massey-Ferguson Model 406 Tractor with end-loader, for the Grounds Department, in the amount of \$6,225.00, from West End Service, Kirkland, Illinois, lowest responsible bidder. (Payable from General Revenue-Equipment).

9. Approval of the purchase of additional stage equipment for the theatre in Fine Arts Building, in the amount of \$5,716.34, from Art Drapery Co., Chicago, lowest responsible bidder. (Payable as follows: \$5,316.00 from Contractual Services, General Revenue, and \$400.34 from Speech Department Student Activity Fund.)
10. Approval of purchase of coal for the year 1960-61 in the amount of \$8.98 per ton, based on requirement of 4,000 Tons, from Thompson Coal Co., DeKalb, lowest responsible bidder. (Payable from General Revenue - Commodities.)

Mrs. Madlener moved approval of the informal report and requests for Northern Illinois University, as given by President Holmes. Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absend
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

#### Illinois State Normal University

Dr. Bone presented the informal report for Illinois State Normal University and made the following requests:

1. Approval of building names as follows:

#### A. For the new ten-story women's residence halls

1. East Wing - Alma M. Hamilton, Teacher of English, University High School and ISNU, 1915-1943.
2. West Wing - Jennie A. Whitten, Professor of Foreign Language, 1919-1959, and Head of the Department for most of that time.
3. The Food-Recreation Center, which will be the center of the four wings - Mae Warren Feeney, Assistant Dean of Women and Director of Fell Hall, 1936-1943, Assistant Professor of Home Economics and Dean of High School Girls, 1943-1948.

#### B. For the two wings to be completed next at the south end of Feeney Center

1. East Wing - Edith I. Atkin, Associate Professor of Mathematics, 1909-1944.
2. West Wing - June Rose Colby, Professor of Literature, 1892-1933, also Preceptress and teacher of Greek and Latin.

#### C. The Little Theater in the Metcalf Building - Wezette A. Hayden, Assistant Professor in the Metcalf Elementary School, 1921-1954. This theater will be known as the Hayden Auditorium.

#### D. The Health Service Wing of the Special Education Building, including the lounge, waiting room, and clinic area - Rachel M. Cooper, M.D., first full-time Director of the University Health Service, 1928-1946. This wing will be known as the Cooper Health Service.

#### E. Metcalf Conference Room - Mary Brooks (Mrs. James M. Wiley), the first teacher and principal of the Model School, 1857-1860. This room will be known as the Mary Brooks Conference Room.

2. Approval of the purchase in the amount of \$1,621.51, of a one and one-half ton Ford Pick-up Truck, from Butts Motor Co., Bloomington, Illinois, lowest responsible bidder. (Payable from General Revenue - Equipment).

3. Approval of four new non-academic positions, three and one-half to be paid from Contingency funds and one-half from Revenue Bond funds.
  - a. Physical Therapy Aid
  - b. Sciences Storekeeper
  - c. Music Equipment Room Clerk
  - d. Routeman for Delivery
4. Approval of cost of curbing, after the town of Normal widens Beaufort and School Streets, payable when money is called for and when available. Present cost is \$4.00 per running foot.

Mr. Ropp moved the approval of the informal report and requests as presented by President Bone. Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

#### Eastern Illinois University

Dr. Doudna presented the informal report for Eastern Illinois University, listing comparative enrollment figures for the years 1958-59 and 1959-60; information on College Day; information on Parents Day; a Study of Freshmen academic records; and information on Overseas Students.

Mr. Summers moved the approval of the informal report of Eastern Illinois University, with the exception of Item 1, Station Wagon Limousine, as presented by President Doudna. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Summers moved that the Board reject all bids on a twelve-passenger station wagon limousine and re-advertise for bids to be presented at the next regularly scheduled meeting of this Board. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

#### Western Illinois University

Dr. Knoblauch presented the informal report for Western Illinois University and made the following requests:

1. Approval of the appointment of Mr. Arthur J. Dufelmeier as Head Football Coach, and increase in salary to \$780 per month, effective September 1, 1960.
2. Approval of the bid in the amount of \$8,352.00, submitted by Volland Studios,



St. Louis, Missouri, for furnishing, installing, remodeling of present rigging, and adding of counterweight sets and Trackmaster Systems, for the Stage. (Payable from General Revenue - Contractual Services).

3. Approval of the bid in the amount of \$1,637.00, submitted by Volland Studios, St. Louis, Missouri, lowest responsible bidder, for Front Draw Curtain, teaser, backdrop curtain, legs, sky cyclorama, for the Stage. (Payable from General Revenue - Equipment).
4. Approval of the purchase of coal for the year 1960-61, in the amount of \$6.30 per ton, based on requirement of 6,000 tons, from Truax-Traer Coal Co., Chicago, lowest responsible bidder. (Payable from General Revenue - Commodities).

Mr. Dunbar moved the approval of the informal report for Western Illinois University, as presented by President Knoblauch. Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

#### LEGAL BUSINESS

Mr. Ropp moved the adoption of the following resolution:

BE IT RESOLVED by the Teachers College Board of the State of Illinois in regular session assembled, that this Board enter into a certain contract for the paving of a portion of South Seventh Street and East Hayes Avenue and for certain adjacent parking areas in Charleston, Illinois, as provided under the terms of a certain contract relating thereto, a copy of which is hereto attached, all pursuant to an original resolution appearing in the minutes of this Board at a meeting on the 20th day of July, 1959.

BE IT FURTHER RESOLVED that the Chairman of this Board and the Secretary be and they are hereby authorized and directed to sign said contract in quadruplicate and attach thereto the corporate seal of this Board and to deliver two signed copies of said agreement to the City of Charleston, Illinois.

Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Hollingsworth	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
Mr. Reed	Aye	Mr. Wilkins	Aye

The motion was unanimously carried.

There being no further business to come before the meeting at this time, Mr. Stipes declared the meeting adjourned until the next regularly scheduled meeting to be held at Illinois State Normal University, Normal, Illinois, at 10:00 A.M., on Monday, June 27, 1960.

R. A. Stipes, Jr.  
Chairman

Clarence R. Ropp  
Secretary

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD  
Illinois State Normal University  
Normal, Illinois

June 27, 1960

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The regularly scheduled meeting of the Teachers College Board convened at 10:00 A.M., on Monday, June 27, in the Board Room of the Administration Building, Illinois State Normal University, Normal, Illinois. Mr. R. A. Stipes, Jr., Chairman, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr., Chairman	Mr. Vernon L. Heath
Mr. Alexander Summers, Vice-Chairman	Mr. E. H. Jenison
Mr. Clarence R. Ropp, Secretary	Mrs. Harriet Lowden Madlener
Mr. Clarence Dunbar	Mr. Chauncey B. Watson

The following members were absent:

Mr. William E. Reed  
Mr. George T. Wilkins

Also present were the following:

Dr. Leslie A. Holmes, President  
Mr. Z. H. Dorland  
Northern Illinois University

Dr. Robert G. Bone, President  
Dr. Arthur Larsen  
Mr. Preston Ensign  
Illinois State Normal University

Dr. Quincy Doudna, President  
Mr. Raymond R. Gregg  
Eastern Illinois University

Dr. A. L. Knoblauch, President  
Dr. Earl Foreman  
Mr. J. M. Grigsby  
Mr. Ralph Campbell  
Western Illinois University

Dr. Richard G. Browne  
Mr. Richard F. Dunn  
Mr. Arthur Samore  
Teachers College Board - Central Office

Mr. William P. Froom, the Board's appointee, and Mr. Dave Haake, of the Bloomington Pantagraph, were present representing newspaper coverage of this meeting.

Mr. Stipes asked for correction of the minutes of the meeting of May 16, under Informal Reports of Presidents, Eastern Illinois University, by adding to the motion approving the report, the words "with the exception of Item 1, bids for Station Wagon Limousine." Mr. Stipes asked permission of the Board members to change his vote on this motion to Aye. On the vote on the motion to reject bids on a twelve-passenger station wagon limousine, Mrs. Madlener and Mr. Stipes asked that their votes be changed to "Aye."

Mrs. Madlener moved that the minutes of the meeting of May 16, 1960, be approved as corrected. Mr. Summers seconded the motion and it was unanimously carried.

Mr. Stipes introduced Mr. William McKnight, of Bloomington, a member of the Higher Education Commission. He said that the three boards of the state-supported universities had invited members of the Higher Education Commission to attend a Board meeting in order to gain first hand information as to how the Boards function.

Mr. S. B. Sullivan, of Samuelson & Sandquist, Architects-Engineers, Chicago, presented a tabulation of bids for fire safety rehabilitation at Northern Illinois University.

Mr. Summers moved to award contracts to the lowest responsible bidders for fire safety rehabilitation projects at Northern Illinois University as listed herewith:

#### Administration Building

Johnson & Jacobson, DeKalb	\$ 46,000.00	
Berg Electric, Rochelle	8,990.00	
Architect's fees	<u>4,399.20</u>	\$ 59,389.20

(Payable from Rehabilitation funds)

#### Still Gymnasium

J. W. Ryan, Chicago	9,140.00	
Broadway Electric, Rockford	189.50	
Architect's fees	<u>746.36</u>	\$ 10,075.86

(Payable from Rehabilitation funds)

#### Science Building

Northern Ill. Construction Co., DeKalb	10,424.00	
Broadway Electric, Rockford	338.00	
Architect's fees	<u>860.96</u>	\$ 11,622.96

(Payable from Rehabilitation funds)

#### Williston Hall

Northern Ill. Constr. Co., DeKalb	6,945.00	
Berg Electric, Rochelle	9,115.00	
Architect's fees	<u>1,284.80</u>	\$ 17,344.80

(Payable from Series '50 - Construction Fund)

#### Auditorium Windows

Northern Ill. Constr. Co., DeKalb	9,954.00	
Architect's fees	<u>796.32</u>	\$ 10,750.32

(Payable from Rehabilitation funds)

#### Industrial Arts Building

Baer Electric, Moline	1,763.92	
Architect's fees	<u>141.11</u>	\$ 1,905.03

(Payable from Rehabilitation funds)

#### McMurray Hall

Berg Electric, Rochelle	4,283.00	
Architect's fees	<u>342.64</u>	\$ 4,625.64

(Payable from Rehabilitation funds)

Total cost of all projects - \$115,713.81

Those projects payable from Rehabilitation funds, totaling \$98,369.01, are subject to the release of Rehabilitation funds by Governor Stratton.

Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved approval of fees for the architect, Samuelson & Sandquist, Architects-Engineers, Chicago, in the amount of 8% for the projects included in the foregoing motion. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Lundeen, of Lundeen & Hilfinger, Architects, Bloomington, presented plans and specifications for fire safety rehabilitation of Pemberton Hall, Eastern Illinois University.

Mr. Dunbar moved that the Board authorize the architects, Lundeen & Hilfinger, Bloomington, to complete plans and specifications for smoke screens, fire doors, flooring in center lobby to replace carpeting, spray painting with fire resistant paint in attic and basement, installation of fire detection system, Pemberton Hall, Eastern Illinois University; advertise for bids and present them at the next meeting of the Board on August 8, 1960. Specifications are to state that installation of fire detection system should be started prior to the opening of school and if not completed, work should be finished during Christmas vacation. (Payable from Series '50 Surplus). Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Lundeen presented plans for the kilns for the Fine Arts Buildings at Illinois State Normal University and Eastern Illinois University.

Mr. Dunbar moved that the Board authorize the architect, Lundeen & Hilfinger, Bloomington, to advertise for bids for the kilns for the Fine Arts Buildings, at Eastern Illinois University and Illinois State Normal University, and present them at the next meeting of the Board. (Payable from Rehabilitation Funds). Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.



Mr. Stipes introduced Mr. Edward Jenison, newly appointed Director of Finance and ex officio member of this Board, commenting briefly on his activities. Mr. Jenison acknowledged the introduction and said he was happy to serve on this Board.

Mr. Stipes appointed Mr. Jenison to Eastern's Advisory Committee. Mr. Stipes said he himself would serve on Western's Advisory Committee, if this meets with Board approval.

#### REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 85 as Executive Officer of the Board, which consisted of three parts: Part I, Trends in Faculty Salaries; Part II, Summaries of Internal Budgets; and Part III, Miscellaneous.

Dr. Browne reported that the public and private institutions of higher learning in Illinois are developing a united front and that the private institutions had adopted a fine resolution in support of the Bond Issue. Dr. Browne said that a recent study showed that at least \$800,000,000 would be needed in the next ten years to meet the building needs of the private and public institutions in Illinois. Of this, he said about two-thirds is for the private institutions, one-half of which is for the three universities in Chicago -- Northwestern, University of Chicago, and Illinois Institute of Technology.

Mr. Watson commended Dr. Browne for the Commencement Address given at Northern and expressed great appreciation for this most excellent talk.

Members discussed the resignation of the Executive Officer, effective August 31, 1961. Mr. Stipes appointed Mr. Ropp, Mr. Summers and himself as a committee to establish criteria for the position as Executive Officer of the Teachers College Board.

Mr. Stipes stated that Dr. Browne and Mr. Samoore have met with the business managers on the internal budgets and report them to be in full harmony with Board policy.

Mr. Dunbar moved that the internal budgets of the four universities be approved. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Members discussed date and location of the Board meetings for the next year and agreed to the following schedule:

August 8	-	Normal
September 19	-	Charleston
October 17	-	Macomb
November 14	-	Chicago
<u>1961</u>		
January 16	-	Chicago
February 20	-	Chicago
March 20	-	Springfield
April 17	-	DeKalb
May 15	-	Normal
July 17	-	Macomb

Dr. Browne presented the following report on student health insurance:

I. Charges to be adopted for the academic year 1960-61

Illinois State Normal University and Northern Illinois University

Each semester	
Student	\$ 7.50
Student and spouse	15.50
Student, spouse and all dependent children	21.50
8 Week Summer Session	
Student	3.00
Student and spouse	6.20
Student, spouse and all dependent children	8.60
Optional 4 Weeks after Summer Session	
Student	1.75
Student and spouse	3.75
Student, spouse and all dependent children	5.25
Optional 12 Weeks Summer Coverage if not in Summer School	
Student	5.00
Student and spouse	10.20
Student, spouse and all dependent children	14.10

Eastern Illinois University

Each Quarter	
Student	\$ 5.00
Student and spouse	10.20
Student, spouse and all dependent children	14.10
8 Weeks Summer Session	
Student	3.00
Student and spouse	6.20
Student, spouse and all dependent children	8.60
Optional 5 Weeks after Summer Session	
Student	2.10
Student and spouse	4.50
Student, spouse and all dependent children	6.30
Optional 13 Weeks Summer Coverage if not in Summer School	
Student	5.00
Student and spouse	10.60
Student, spouse and all dependent children	14.80

Western Illinois University

Each Quarter	
Student	\$ 5.00
Student and spouse	10.20
Student, spouse and all dependent children	14.10
Each Summer Session or Optional Coverage for Equivalent Period if Attending Only One Summer Session	
Student	2.50
Student and spouse	5.10
Student, spouse and all dependent children	7.05
Optional 13 Weeks Summer Coverage if not in Summer School	
Student	5.00
Student and spouse	10.60
Student, spouse and all dependent children	14.80

## All Universities

Optional maternity benefit, in addition to coverage for spouse  
and/or dependents, annually only \$55.00

## II. Administration

Each university will designate an officer in charge of giving out information and processing claims. This officer will work closely with the health officer of the university with respect to processing of claims. A copy of all claims paid will be sent to the Central Office of the Teachers College Board. The Central Office will make periodic reports to the university and to the Board concerning the payment of claims.

The funds collected from the students will be placed in an agency account. Within 20 days the premiums will be remitted to the insurance carrier. The balance will be deposited in the Income Fund. Each university will maintain a careful record of the administrative costs involved in collecting the premiums and paying the claims.

Mr. Watson moved the acceptance of the report as presented by Dr. Browne on student health insurance. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Stipes reported that the application for a loan from the Housing and Home Finance Agency, in Chicago, for a dormitory at Northern Illinois University, had to be amended to cover the construction of a student center or student union building in addition to the dormitory.

Mr. Watson moved the adoption of the resolution prepared by Mr. Dunn, which is as follows:

Be it resolved by the Teachers College Board of the State of Illinois that Dr. Richard G. Browne, Executive Officer of this Board be and he is hereby authorized and directed to amend a certain application heretofore filed by this Board with Housing and Home Finance Agency of the United States Government on the 6th of October, 1959, covering construction of a 1,000 bed dormitory with dining hall facilities so that the same may include construction of a student center or student union building, the total estimated cost of the dormitory and dining hall including movable equipment at \$160,000.00 to be a grand total cost of \$4,250,000.00, and a total cost of the student center or student union building including movable equipment of \$500,000.00 to be \$3,250,000.00, and that said application be made for a loan from said Housing and Home Finance Agency of \$3,000,000.00 on the dormitory and dining hall facilities and that \$4,000,000.00 of the cost of construction be borrowed from other sources, and that a total of \$500,000.00 shall be raised by Northern Illinois University or provided by the Teachers College Board from other sources to complete the cost of construction of said facilities and equipment.

Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The resolution was unanimously adopted.

Mr. Stipes asked Dr. Holmes for a report on the athletic policy regarding post season games. Dr. Holmes reported that the IIAC, at its regular spring meeting on May 27, voted the following amendment to the by-laws:

"Post-season competition will be permitted in team sports for champions and runners-up and in individual sports for those performers of championship caliber in events approved by the NCAA and/or NAIA with the exception that no football competition will be allowed after the week-end of Thanksgiving."

Dr. Holmes added that according to conference regulations this rule can not go into effect until December of 1960.

Mr. Ropp suggested that there be no change in Board policy on post-season games at this time.

There was discussion of the need for another dormitory at Illinois State Normal University. Mr. Stipes asked that the Finance Committee be given a report by its fiscal agent on the feasibility of constructing another dormitory at ISNU.

Mr. Ropp moved that the Board authorize Schaeffer, Wilson & Evans, architects, Bloomington, to draw plans and specifications on a contingency basis for a ten-story dormitory similar to the one now scheduled for completion in the fall. (Payable from Bond Revenue). Mr. Heath seconded the motion and it was unanimously carried.

Mr. Summers moved to approve the location of the heating plant for the dormitory group on the campus of Northern Illinois University, as recommended by the architects and the President. Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Dunn reported that the transaction to acquire property for Northern Illinois University, authorized by the Board in its meeting on February 15, 1960, was now completed and gave the following summary:

Property of Perry Larsen	\$31,250.00
" Richard Bell	32,500.00
" Ralph McKinzie	31,500.00
" James Beach	38,250.00
" James Robertson	49,000.00
" W. W. Wirtz	<u>50,000.00</u>
Total	\$232,500.00
Costs (Estimated)	<u>2,500.00</u>
	\$235,000.00

Mr. Dunn reported that the transaction to acquire farm land for Illinois State Normal University, authorized by the Board in its meeting on March 21, 1960, was now completed, and stated that the University would take possession the 1st of March, 1961. He gave the following summary:

Property of Harold Willis and Dorothy L. Willis	
" LeRoy Willis and Mary Ann Willis	\$180,000.00
Costs (Estimated)	<u>2,300.00</u>
	\$182,300.00

Mr. Watson expressed appreciation for the way the purchase of land for Northern was handled.

Mr. Stipes thanked Mr. Dunn and commended him highly for the fine work he had done on this matter.



## BUILDING COMMITTEE REPORTS

### Illinois State Normal University

Mr. Dunbar moved that the Board approve the following items, recommended by the architects, Schaeffer, Wilson & Evans, Bloomington, for Hamilton-Whitten Halls:

1. Acceptance of the bid of All-Steel Equipment Co., Aurora, Illinois, lowest responsible bidder, for steel lockers, \$9,925.00, and approval of architect's fees, \$496.25. Total cost of this item, \$10,421.25.
2. Approval of an addition to contract of Felmley-Dickerson, Bloomington, for window screens for the fifth to tenth stories - \$5,500.00; and approval of architect's fees - \$275.00. Total cost - \$5,775.00.
3. Acceptance of the bid of John Mueller Co., Inc., Peoria, lowest responsible bidder, for public address system - \$8,624.00; approval of architect's fees - \$431.20. Total cost - \$9,055.20.
4. Approval of an addition to contract of Felmley-Dickerson, Bloomington, in the amount of \$198.00, for sign painting on doors, plus architect's fees - \$9.90. Total cost - \$207.90.
5. Approval of an addition to contract of Felmley-Dickerson Co., Bloomington, in the amount of \$160.00, for an inlay of two shuffle-board courts into the tile floor of the game rooms, and approval of architect's fees in the amount of \$8.00. Total cost of this item, \$168.00,  
(Payable from Construction Funds, Series '59).

Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Dunbar moved that the request of Dunbar Electric Co., Kankakee, Illinois, contractor for work on the 10-story residence hall, for waiving of retainage, be granted, in accordance with the recommendation of the architects and the bonding agent of the contractor. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Dunbar moved that the Board accept the bid of R-Way Furniture Co., Sheboygan, Wisconsin, lowest responsible bidder, for 36 trundle beds built to specifications, in the amount of \$2,952.00, for the Hamilton-Whitten Halls. (Payable from Equipment Funds, Series '59). Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Summers moved that the Board accept the bid of Eaton Asphalt Co., Inc., Normal, lowest responsible bidder, for blacktopping of the west half of the parking lot north of the Heating Plant, covering an area approximately 100' wide and 220' long, in the amount of \$8,684.00, subject to the release of Rehabilitation Funds by Governor Stratton. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

#### Northern Illinois University

Mr. Dunbar moved approval of an addition in the amount of \$721.00 to the contract of Broadway Electric Co., Rockford, for installation of ten additional light fixtures in the Neptune Central cafeteria. (Payable from Construction Fund, Series '57). Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

#### Western Illinois University

Mr. Dunbar moved to award contracts to the lowest responsible bidders for the following rehabilitation projects:

1. Surfacing parking areas and repairs to sidewalks, existing concrete drives, D. E. Lynch & R. J. Shanks Construction Co., Macomb, \$11,967.87; plus \$1,100.00 payable to the City of Macomb for one-third of cost of repairing Murray Street. Total cost of project - \$13,067.87.
2. Interior doors, Morgan Gymnasium, Neil Hummel Construction Co., Bushnell, Illinois - \$1,895.00.
3. Repairs to Wiring of Existing Campus Lighting, John T. Mapel, Fairbury, in the amount of \$7,289.00.

Subject to the release of Rehabilitation Funds by Governor Stratton.

Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Dunbar moved that permission be granted to tear down the Annex, a brick building located at the corner of Adams and Sherman Streets; and the small cottage located at 911 West Adams Street. (Payable from Parking Permits Income). Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Dunbar moved that Western be authorized to receive bids to be presented at the next regular meeting of this Board, for the conversion of the band room and offices to classrooms, estimated cost \$2,500.00. (Payable from Rehabilitation Funds.) Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Dunbar moved that, in connection with the Student housing projects for restoration and furnishing of property known as the Phi Sigma Epsilon House located at 1025 West Adams Street, and the Collier House, located at 501 West Pierce Street, approval be given as follows:

1. To accept the lowest responsible bids as follows:

Hanan Lumber Co., Macomb		
Aluminum Combination Storm Windows & Screens, installed -		\$1,029.71
6,435 sq. ft. Armstrong Asphalt Tile -		873.87
50 Gal. Armstrong Asphalt Tile Emulsion -		35.50
(Payable from Auxiliary Enterprises)		
Dale Mason, Macomb - Exterior Painting -		1,738.00
(Payable from Auxiliary Enterprises)		
Brenner Furniture Co., Macomb, furniture for student housing -		12,555.46
(Payable as follows: \$9,736.40 - Auxiliary Enterprises )		
1,959.30 - Revenue Bonds, Series '56)		
859.76 - Revenue Bonds, Series '54)		
E. & I. Coop. Service, Inc., Garden City, New York, for 12 Bridge Lamps -		173.28
(Payable from Auxiliary Enterprises)		
Necchi-Elna Sewing Circle, Macomb, for 2 sewing machines -		217.00
(Payable from Auxiliary Enterprises)		
R. E. Stuart, Macomb, for Storage Cabinet -		56.00
(Payable from Auxiliary Enterprises)		
E. & I. Coop. Service, Inc., Garden City, New York, for 80 Mattress pads, pillows & wool blankets -		985.25
(Payable as follows: \$664.93 from Auxiliary Enterprises )		
221.76 from Revenue Bonds, Series '56)		
98.56 from Revenue Bonds, Series '54)		
Sears, Roebuck & Co., Chicago, for six irons, ironing boards, covers and pads (Payable from Auxiliary Enterprises) -		152.10
Albi Mfg. Co., Chicago, for 140 gal. Fire Retardant Paint -		1,253.00
(Payable from Auxiliary Enterprises)		

2. To obtain additional bids in order to complete these projects, subject to the approval of the Advisory Committee;

total cost of the project is not to exceed \$35,000, payable \$28,000 from Auxiliary Enterprises; \$5,000 from Revenue Bonds; and \$2,000 from General Revenue. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Dunbar moved the adoption of the following resolution:

WHEREAS all of the Stadium Revenue Bonds, Series of 1950, for Western Illinois University which have matured to date or which are now callable have been retired; and

WHEREAS the entire outstanding remainder of said bonds mature or become callable by April 1, 1965; and

WHEREAS there is now on hand in the Interest and Sinking Fund Account, Depreciation Account, and Bond Reserve Account established by Section 6 of the resolution authorizing said bonds cash and United States Government securities which together with interest payable thereon by the United States Government is in the aggregate sufficient to pay all of the interest on the outstanding bonds of said issue to their maturity date or April 1, 1965, call date as well as to retire said bonds by payment of principal and call premium by call on April 1, 1965, or at maturity for those bonds maturing earlier than such date; and

WHEREAS it is not contemplated that any of the funds in the said Depreciation Account will be needed for paying the cost of any extraordinary repairs, upkeep, nor replacements in the stadium:

NOW THEREFORE BE IT RESOLVED:

1. That all cash and United States Government securities in said Depreciation Account and Bond Reserve Account be transferred to the Interest and Sinking Fund Account established by Section 6-2 of the resolution authorizing said bonds to be held solely for the payment of interest on and redemption of said bonds at their maturity or earliest call date as the case may be.
2. That all of said bonds not maturing by April 1, 1965, be called for payment on April 1, 1965.
3. That no further deposits be made to the Interest and Sinking Fund, Depreciation Account, nor Bond Reserve Account established by Section 6 of said resolution as long as there remains in the Interest and Sinking Fund cash and United States Government securities which together with interest payable thereon by the United States Government is sufficient to redeem all outstanding bonds of said issue and to pay interest thereon to the date of redemption.
4. That the student fees heretofore charged for the use of said stadium be discontinued at the end of the 1960 summer session at said University.
5. That any gross revenues derived from the operation of the stadium remaining after payment of operation and maintenance expenses thereof be used for athletic department expenses of Western Illinois University as permitted by Section 6-5 of the resolution authorizing said bonds.

Mrs. Madlener seconded the motion, roll was called and the vote was as follows:



Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The resolution was unanimously adopted.

Mr. Summers moved that the Board approve the revision of up to 30 rooms in each wing of the new residence hall from two to four bed rooms, and authorize the Advisory Committee to approve purchase of beds; approve contracts for necessary work to install additional beds; and to set the rates. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Mr. Ropp moved that the Board authorize the Advisory Committee to approve necessary contracts and purchases to renovate a section of Grote Hall to provide additional housing for women students. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

#### INFORMAL REPORTS OF THE PRESIDENTS

##### Northern Illinois University

Dr. Holmes presented an informal report for Northern Illinois University, and made the following requests:

1. Permission to establish a new position for 1960-1961 in the Department of Physical Education for Men, to make possible the inauguration of an inter-collegiate swimming program and the reinstatement of gymnastics.
2. Permission to accept the lowest responsible bids for fuel oil for the 1960-1961 school year as follows:
  - #5 Fuel Oil, for DeKalb Campus - Gustafson Oil Co., Chicago, estimated requirement 805,000 gallons. .0860 per gallon (low bid determined by lot).
  - #2 Fuel Oil for Oregon Campus - Smith Oil & Refining Co., Rockford, estimated requirement 12,000 gallons. .1115 per gallon
  - #2 Fuel Oil for DeKalb Campus, Smith Oil & Refining Co., Rockford, estimated requirement 23,500 gallons. .1115 per gallon  
(Payable from operating budgets - Commodities)
3. Permission to secure bids for two Cushman Trucksters. (Payable one each from General Revenue-Equipment and Revenue Bond Funds).
4. Permission to secure bids for a squad car with police car signaling equipment, lettering and two-way radio. (Payable from General Revenue-Equipment).

5. Permission to accept the bid of Lawton Bros. Dairy, Dixon, lowest responsible bidder, for Milk Products, in the amount of \$85,068.00. (Payable from operating accounts of the respective food units).
6. Permission to accept the bid of Illinois Valley Ice Cream Co., Streator, lowest responsible bidder, for Ice Cream Products, in the amount of \$17,415.00. (Payable from operating Accounts).
7. Permission to accept the bid of Rainbow Bread Co., Aurora, lowest responsible bidder, for Bakery Goods, in the amount of \$24,735.58. (Payable from operating accounts).

Mrs. Madlener moved the acceptance of the Informal Report of Northern Illinois University, as presented by President Holmes. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

#### Illinois State Normal University

Dr. Bone presented the informal report for Illinois State Normal University and made the following requests:

1. Permission to establish a new position in the Department of Education and Psychology.
2. Approval of plans for graduate work beyond the master's degree.
3. Permission to accept the bid of Dairy Lane, 103 North Robinson Street, Bloomington, lowest responsible bidder, for Dairy Products for the 1960-1961 school year, in the amount of \$57,280.50. (Payable from Revenue Bond Funds).
4. Permission to accept the bid of Purity Baking Co., Bloomington, lowest responsible bidder, for Bread Products for the 1960-61 school year, in the amount of \$11,528.13. (Payable from Revenue Bond funds).
5. Permission to accept the bid of Verd-A-Ray Corp., Toledo, Ohio, lowest responsible bidder, for lamp requirements for the 1960-61 school year, in the amount of \$7,991.00, subject to inspection of samples. (Payable from Commodities).
6. Permission to accept the bid of The Brown Specialty Co., Galesburg, lowest responsible bidder, for Janitorial paper requirements for the 1960-61 school year, in the amount of \$3,979.29. (Payable from Commodities).
7. Permission to accept the bid of Russell S. Proctor, Inc., Bloomington, lowest responsible bidder, for insurance covering all automotive equipment, in the amount of \$982.05. (Payable from Transportation Trust Fund).
8. Permission to accept the bid of Peoria Cup & Specialty Division, Peoria, lowest responsible bidder, for paper requirements for the dormitory operations for the 1960-61 school year, in the amount of \$12,001.06. (Payable from Revenue Bond funds).
9. Permission to accept the bid of Eddy Coal Co., Cantrall, lowest responsible bidder, for 10,000 Tons of Coal, in the amount of \$5.60 per ton F.O.B. University Heating Plant. (Payable from Commodities).

10. Permission to accept the bid of McLean County Truck Co., Bloomington, lowest responsible bidder, for one 1960 General Motors GMC Pick-Up Truck, for the new ten-story dormitory, in the amount of \$1,917.17. (Payable from Construction Fund, Series '59).
11. Permission to accept the bid of Goodwin Bros. Ford, Minonk, lowest responsible bidder, for three 1960 automobiles, Fords, in the amount of \$2,339.43. (Payable from equipment).
12. Permission to accept the bid of Goodwin Bros., Minonk, lowest responsible bidder, for one 1960 Mercury Montclair passenger car for official use, in the amount of \$1,415.25. (Payable from Equipment).
13. Permission to accept the bid of the Estate of Harold Remsburg, Bloomington, for one used 1958 Custom 4-Door Plymouth Station Wagon, converted for ambulance service, in the amount of \$1,490.00. (Payable from Equipment).
14. Permission to drive a university-owned automobile to Washington, D.C., in July, to take three people to an alumni meeting.

Mr. Summers moved approval of the informal report as presented by President Bone, and requests listed above. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Dr. Bone reported that ISNU had received a \$10,000 grant from the Danforth Foundation.

#### Eastern Illinois University

Dr. Doudna presented an informal report for Eastern Illinois University and made the following requests:

1. Permission to establish non-credit adult classes on an experimental basis for one year.
2. Permission to complete negotiations for disposal of four barracks buildings on the west side of Fourth Street.
3. Permission for Sam Taber, Admissions Examiner, to take a graduate course during the summer.
4. Permission to accept the bid of Hubbard Machinery Co., Decatur, lowest responsible bidder, for one single surfacer with attachments, for the Industrial Arts Department, in the amount of \$1,827.50. (Payable from Equipment, General Revenue).
5. Permission to accept bid of Rasmussen Chevrolet, Mattoon, lowest responsible bidder, for one 12-passenger Chevrolet limousine, in the amount of \$4,868.96. (Payable from Equipment-General Revenue).
6. Permission to accept bid for fuel oil requirements as follows:

Lincoln-Douglas Halls - #5 and #2 fuel oil  
 Housing Project - #1 fuel oil  
 University Apartments - #2 fuel oil  
 Home Management Houses and the Field House - #1 and #2 fuel oil

Contract for #1 fuel oil at .1218 per gallon and #2 fuel oil at .1118 per gallon to be awarded to Sinclair Refining Co., Springfield, lowest responsible bidder. Contract for #5 fuel oil, at .0813 per gallon to be awarded to Lee Kintner & Sons, Oblong, lowest responsible bidder. (Payable from appropriate accounts).

7. Permission to purchase coal, as needed, from Bell & Zoller Co., Chicago, lowest responsible bidder, at \$6.80 net per ton. (Payable from Commodities, General Revenue).
8. Permission is requested to expend up to \$5,000 in General Revenue Personal Services to make possible cooperation with seven other universities in the employment of eight Asian educators one month each during the coming year, for a series of lectures and courses.
9. Permission to teach a non-credit course in Russian during the current summer session, with the teacher to be paid \$20 for each weekly meeting and students attending to be charged \$2.00 per meeting, with provision that the course will not be offered if not self-supporting.
10. Request to add new position (Civil Service) as follows:
  - a. One Cook's Helper (salary negotiated) on a 9-month basis and one stores clerk (salary range \$275-350) on a 12-month basis. Both these employees are needed in the Cafeteria in the University Union.
  - b. One Assistant to the Director of the Student Union at a salary range from \$400 to \$600 per month, payable from 1956 Bond issue.

Mr. Summers moved the approval of the informal report and requests as submitted by President Doudna. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

#### Western Illinois University

Dr. Knoblauch presented the informal report for Western Illinois University, and made the following requests:

1. Permission to accept bid of R. E. Stuart, Macomb, for office machine service contract, for year beginning July 1, 1960, lowest responsible bidder, in the amount of \$3,630.50. (Payable from General Revenue-Contractual Services).
2. Permission to accept bid of Long Elevator & Machine Co., Springfield, lowest responsible bidder, for elevator service for the year 1960-61 in the amount of \$3,050.40. (Payable from General Revenue-Contractual Services).
3. Permission to renew contract with Saga Food Service, Geneva, New York, to provide food service on the campus, at Western.

Mr. Dunbar moved the approval of the informal report for Western Illinois University as presented by President Knoblauch, with the Deletion of Section III, Buildings and Grounds, and Item D under IV, Purchases. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:



Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
Mr. Reed	Absent	Mr. Wilkins	Absent

The motion was unanimously carried.

Dr. Knoblauch reported that Western had received a grant from the Danforth Foundation.

Dr. Bone asked for permission to get Advisory Committee approval of the purchase of bedspreads for the 10-story dormitory.

Mr. McKnight expressed appreciation for the invitation to attend this Board meeting and thanked the Board for letting him sit in. He told the Board that the Higher Education Commission was most appreciative of the help given to them by Dr. Browne, the four presidents, deans and other staff members.

There being nothing further to come before the Board at this time, Mr. Stipes declared the meeting adjourned until the next regularly scheduled meeting on August 8, at 9:00 A.M., at Illinois State Normal University, Normal, Illinois.

R. A. Stipes  
Chairman

Clarence R. Ropp  
Secretary













